

Minute Book

Nº 912

“900” Series IMPERIAL ACCOUNT BOOKS

Quarter Bound, 13" x 8"
Made in the following rulings

No.	Titled	Ruling	Thickness
0912	Index Book (cloth index)	Faint and Margin	200 pages
912	Minute	Faint and Margin	200 "
922	Journal	Two Column Cash	200 "
932	Ledger (indexed)	D. E. Ledger	200 "
942	Cash Book	Three Column Cash	200 "
952	" "	Two Column Cash	200 "
962	Account Book (indexed)	Two Column Cash	200 "
972	Ledger (D. C. and B.)	D. C. and B. Ledger	200 "
913	Minute	Faint and Margin	300 "
923	Journal	Two Column Cash	300 "
933	Ledger (indexed)	D. E. Ledger	300 "
943	Cash Book	Three Column Cash	300 "
953	" "	Two Column Cash	300 "
963	Account Book (indexed)	Two Column Cash	300 "
973	Ledger (D. C. and B.)	D. C. and B. Ledger	300 "



W. B. & R.

**To repeat this book ask for the
number on front cover**



May 3rd, 1948

A special meeting of the Public Library Board was held on the above date in the Public Library.

Mr. A. Caldwell, Chairman presided. Other members present were Rev. C. Rudd, D. Ross-Lass, Mrs. S. McDowell, E. J. Cleary, Bro. Patrick, Bro. Arcadius and F. B. Trudgill.

Correspondence was read from Mr. J. D. Fry of Montreal in response to our letter to him offering him engagement as Librarian in charge at a salary of \$2500 per annum with one month's holidays. Mr. Fry agreed to accept the position provided that the Board agreed to effect certain changes.

After a point by point discussion the following suggestions were agreed to by the Board and ^{the Sec. was to satisfy Mr. Fry} ~~that~~ ~~Mr. Fry be~~ ~~informed of~~ this expression.

1. That we as a Board assure Mr. Fry that we contemplate a building programme along the very lines mentioned and that we shall press the matter vigorously with the City Council.

2. That the suggested alterations of present facilities be arranged in line with Mr. Fry's own ideas of efficiency and that these alterations be done under his direction before his permanent arrival if he so wishes.

3. Typewriter.- That a new one of the size and make desired be purchased.

4. That a telephone be installed. This lack was due to the previous Librarian's opposition to it.

5. That the steel cabinet be purchased (foolscap size) Write H. H. Popham Queen St. Ottawa
also see Amell.
6. In the matter of toilets it was decided to provide facilities that will be in line with our new plans if at all possible.
7. That the stationery be purchased as desired by Mr. Fry.
8. That if conditions prove satisfactory, the Board hopes the salary will be increased in the future.

The Board then adjourned.

J. B. MacMillan
Secretary.

A. Caldwell
Chairman

Monday, May 17th, 1948

A regular meeting of the Public Library Board was held on the above date in the Library. Mr. A. Caldwell, Chairman, presided. Other members present were Mrs. S. E. McDowell, Rev. C. Ruda, Bro. Patrick, Bro. Arcadius, J. Cleary, D. Ross-Ross and F. B. MacMillan.

Minutes of the last regular meeting were read and approved. Correspondence was read from:

1. Mr. J. D. Fry replying to our letter with respect to suggested alterations.
2. Miss Eleanor Atkinson applying for a position on the Staff.
3. Hon. L. Chevrier, advising, that copies of Hansara would be sent in the future to the Library.

It was agreed to await Mr. Fry's visit on or about May 28th ^{before} ~~to~~ making decisions on the purchase of a typewriter and a steel filing cabinet.

Mr. Chevrier was to be written thanking him for his courtesy on motion of Mrs. M^{rs}. McDowell and Bro. Arcadius.

It was moved by Mr. Cleary and seconded by Mr. Ross-Ross that Miss Atkinson's letter be filed along with other applications to await Mr. Fry's attention and that she be written to that effect. - Carried.

No action was taken on the suggestion that the Treasurer be bonded.

The meeting adjourned on motion of Rev. Mr. Ruda and Mrs. M^{rs}. McDowell.

A. Caldwell
Chairman.

F. B. MacMillan
Secretary

June 21st, 1948

The Regular monthly meeting of the Public Library Board was held in the Library on June 21st, 1948 with the President, Mr. A. Caldwell in the Chair. Others present were Bro. Patrick, Bro. Arcadius, Rev. C. R. Rudd, Mr. D. Ross-Ross and the Secretary.

The minutes of the last regular meeting were read and approved.

Correspondence was read from

1. Mr. A. H. Ansell quoting prices on typewriters.
2. Mr. C. W. Hind, Sec. - Treas. Cornwall General Hospital requesting consideration of a library service to the Hospital.

It was moved by Mr. Rudd and seconded by ^{Mr.} D. Ross-Ross that the letter from Mr. Ansell be filed. - Carried.

It was moved by Mr. Rudd and seconded by Bro. Patrick that Mr. Hind's letter be held for Mr. Fry's consideration and that Mr. Hind be notified of this action and of our interest ~~and~~ a Board in his suggestion. Carried.

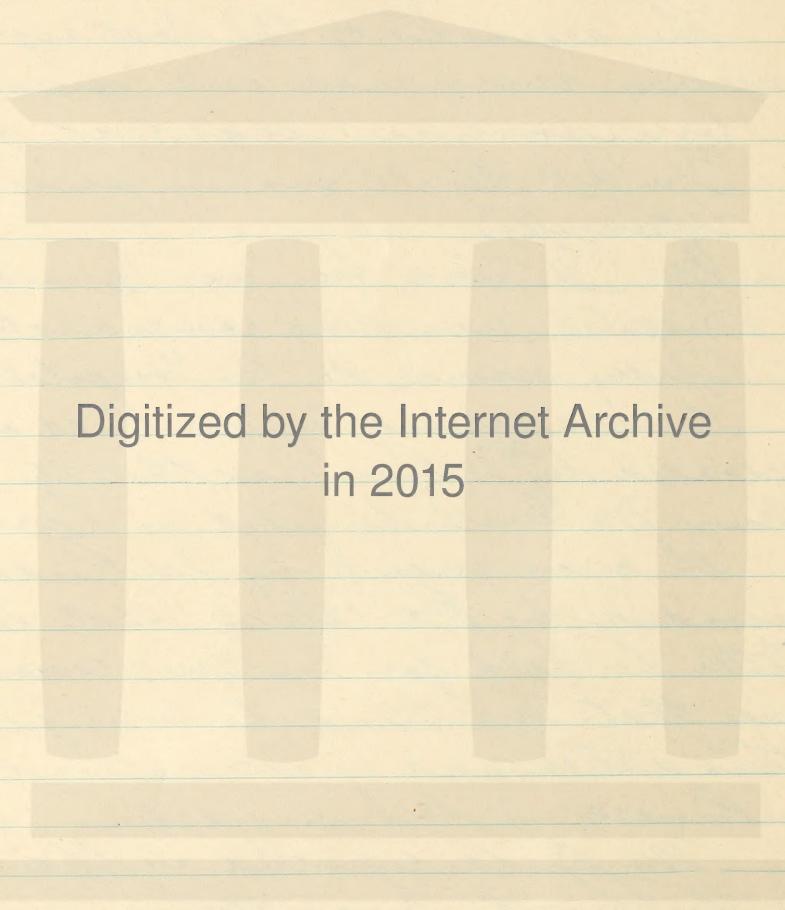
Mr. Rudd reported, as Chairman of the Property Committee on an interview with Mr. Fry and displayed a blue-printed sketch of desired alterations in the Library building. Lighting and painting were also discussed.

It was agreed that Mr. Rudd and Mr. Ross-Ross study these matters further and if necessary contact the Board again.

The meeting then adjourned.

A. Caldwell

Chairman, J. H. Macmillan
Secretary



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Aug. 16th, 1948

Special meeting of the Public Library Board was held in the Library on Aug. 16th, 1948. Those present were Mrs. S. McDonald, Rev. Mr. C. R. Rudd, Bro. Arcadius, Bro. Patrick, Mr. E. J. Cleary, Mr. D. Ross - Ross the Secretary and the Librarian, Mr. J. D. Fry.

Mr. C. R. Rudd was named Chairman of the meeting and as Chairman of the Property Committee, he reported in detail on the repairs which were being made on the building. A bill from J. Entwistle, Contractor amounting to \$1379.²⁷ was presented for work done to date.

On motion of D. Ross - Ross seconded by E. J. Cleary, ^{payment of} this account was approved. It was moved by Bro. Arcadius and seconded by Mr. Cleary that the Property Committee's scheme of repairs as outlined by Mr. Rudd be approved. The motion carried.

Mr. Fry reported on his interest in the alterations.

Bro. Patrick moved that Mr. Fry's salary begin as of Aug. 15th and that he be paid travelling expenses incurred until the Library opens. This was seconded by Mrs. McDonald and carried.

Mrs. McDonald reported that Mr. Don Hard of the Film Council wished to interview Mr. Fry.

It was agreed that Mr. Rudd be authorized to purchase the remaining amount of unused fuel (coal) in the basement (approximately 3 tons) be to have it removed and report on cost, etc.

An expense account of \$16³⁷ of Mr. Fry
was approved for payment.

The meeting then adjourned on
motion of L. Ross.

W. Goodwell

Chairman.

J. H. Macmillan
Secretary

submitted to was in need of revision.

Mr. Fry had interviewed Miss Elvior Atkinson and suggested that her application be accepted as he would recommend her.

It was moved by W. Ross - Ross and seconded by Bro. Patrick that the office hours schedule as suggested by Mr. Fry be adopted. Carried.

It was moved by Mr. Rudd and seconded by Bro. Arcadius that Mr. Fry consider the value of our books for the purpose of insurance. Carried.

It was moved by Rev. C. Rudd and seconded by Bro. Arcadius that Miss Elvior Atkinson be engaged as an assistant at a salary of \$75 per month beginning Oct. 1st (on a three month trial period) and that her duties begin on Monday Oct. 4th. Carried.

The meeting then adjourned on motion of D. Ross - Ross.

W. G. Russell
Chairman

J. H. Hamilton
Secretary

Oct. 18, 1948

The regular monthly meeting of the Public Library Board was held in the Library on Oct. 18th, 1948 with Mr. A. Caldwell in the chair. Other Board members present were as follows. Mrs. S. E. McDowell, Rev. Bro. Patrick, Rev. Colin R. Rudd, Messrs. D. Ross-Ross, E. J. Cleary and F. B. Macmillan. Mr. J. D. Fry, Librarian was also present.

Correspondence was read from Mr. C. W. Hind of the Larnham General Hospital regarding Miss Linda Clark's assignment of her pension salary to that institution. On motion of Mr. D. Ross-Ross seconded by ^{Rev. C. Rudd} this was agreed to.

It was moved by Rev. C. Rudd and seconded by Mr. D. Ross-Ross that the accounts presented for payment be approved.

Mr. Rudd reported that a table, no longer of use to the Library had been given the Public School in return for two wicker chairs. Mr. Rudd also reported that there was ^{now} a tank for hot water.

Mr. Fry reported on the expending of the Library - of the fine co-operation of the Staff - of the purchase of new books and of a revised list of periodicals amounting to approximately £99.

He mentioned the need of caulking around the windows - of the necessity for a new door mat, a new ladder, three table lamps, some pictures and comforts for the staff - also fire extinguishers.

It was moved by Rev. C. Rudd and seconded by Mrs. McDowell

that two fire extinguishers be
purchased by Mr. Fry. Carried.

It was moved by Mr. Rudd and
seconded by Bro. Patrick that Mr. Fry
be authorized to purchase the needed
comforts. Carried.

The meeting then adjourned on
motion of Mr. Rudd.

W. C. Caldwell
Chairman

J. B. Williams.
Secretary.

Nov. 15th, 1948

The regular ^{monthly} meeting of the Public Library Board was held on Nov. 15th in the Public Library at 5:15 p. m.

Those present were. A. Caldwell, Chairman
Bro. Patrick, E. J. Cleary, Bro. Arcadius
H. B. MacMillan and Mr. J. D. Fry, Librarian.

The minutes of the last meeting were read and adopted.

Correspondence was read from Margaret Hughes re Trustees' Institute to be held in Belleville on Nov. 26th & 27th - also from Beatrice Rierdon on the same matter.

It was moved by E. J. Cleary and seconded by Bro. Patrick that the matter of the appointment of delegates to the Trustees' Institute of Ont. Library Associations be left in the hands of the Chairman. Carried.

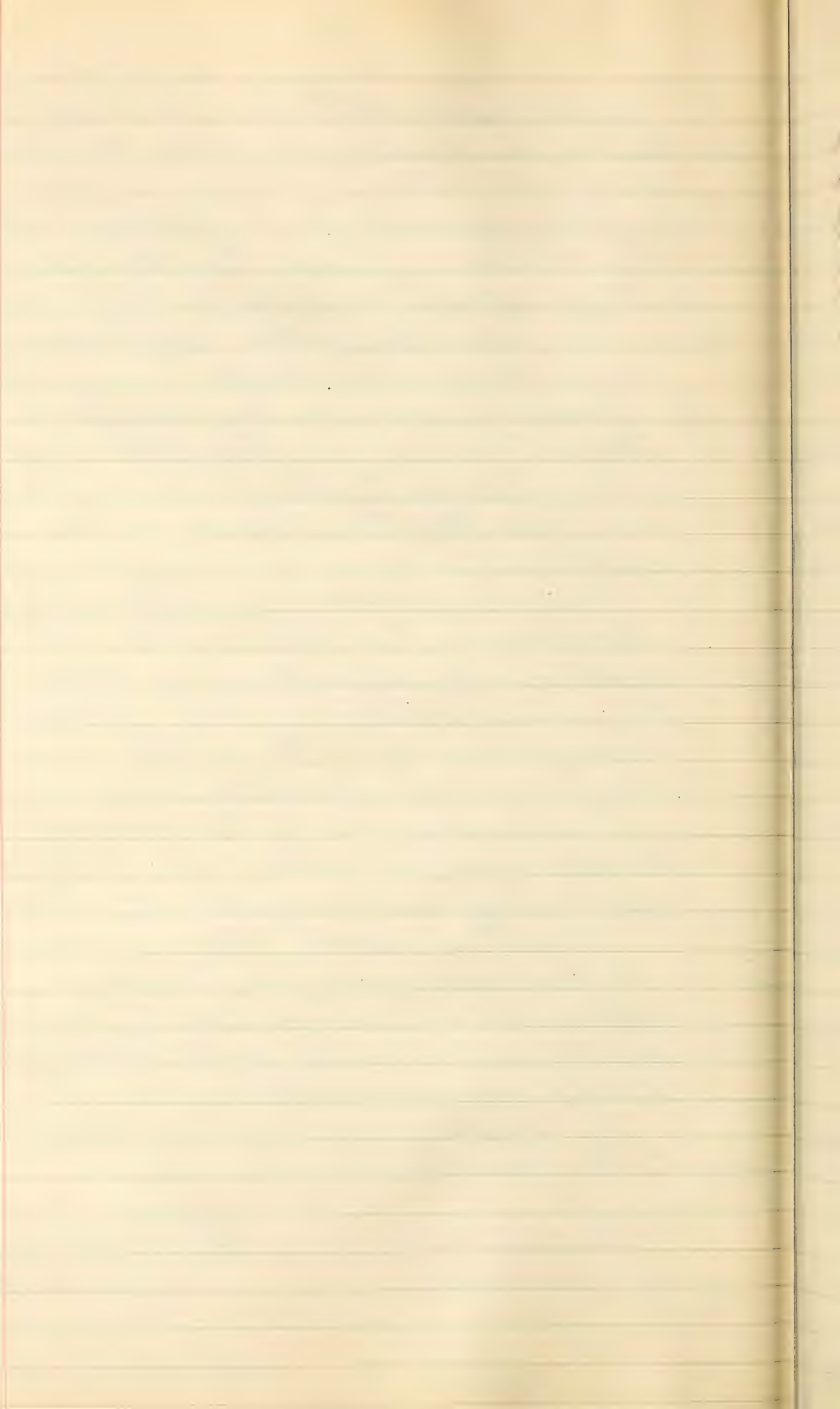
It was moved by Bro. Arcadius and seconded by Bro. Patrick that the accounts read be approved for payment. Carried.

Mr. Fry reported that 478 adults and 311 juveniles were now registered. He also reported that on Dec. 15th it was expected that the Lorneville Film Council would use our facilities.

The meeting adjourned on motion of Mr. Cleary.

A. Caldwell
Chairman

H. B. MacMillan
Secretary



Dec. 15, 1948

The regular monthly meeting of the Public Library Board was held on Dec. 15, 1948 at 5:15 pm. in the Library. Mr. A. Caldwell (Chairman) presided. Board members present were Mrs. S. E. McDowell, Rev. C. Rudd, Bro. Patrick, Bro. Arcadius, Mr. D. Ross-Ross and H. B. MacMillan. The Librarian, J. D. Fry, and Mr. Angus Morat, Inspector of Public Libraries were also present.

Minutes of the last regular meeting were read and ^{adopted} ~~approved~~.

Mr. Rudd, delegate to the Library Trustees' Institute ^{of D. R. M.} held in Belleville on Nov. 26th & 27th, submitted a very complete report on the meetings held. He stated that circulation was important, more so than the number of books on the shelves. The benefits to be had from a Young Peoples' Story hour were also stressed. An informed and cultured community is more civic minded. Interest in the library should be promoted in the schools.

Mr. Rudd also commented on the importance of personality in the Library Staff.

As chairman of the Property Committee Mr. Rudd outlined alterations necessary for heating the work room. This suggested step was approved on motion of D. Ross-Ross seconded by Bro. Arcadius.

Mr. J. D. Fry, Librarian in his report reported on the increase in circulation, registration and in the support given by the Standard-Freeholder in publishing stories on activities at the Library.

Mr. Fry reported also on the donation by Mr. and Mrs. J. E. Taylor of many fine books to the Library on their departure from Cornwall.

It was moved by Mr. Rudd and seconded by Mrs. McDowell that Mr. and Mrs. J. E. Taylor be written thanking them for their kindness. Carried.

It was moved by D. Ross-Ross and seconded by Mr. Rudd that the salary of Geo. Untoine, caretaker be increased from \$30 to \$35 per month. Carried.

Mr. Mowat spoke briefly at this time suggesting that a suitable architect be consulted relative to an extension.

He suggested also that Mr. Fry be permitted to see some other libraries say at London, St. Thomas, Kingston

Niagara Falls and Toronto and offered to take Mr. Fry with him at a date early in the New Year on such a trip.

Mr. D. Ross-Ross offered pictures from the ~~Library~~^{Art} Association which could be put on exhibition in the Library.

On motion of Bro. Patrick seconded by Mrs. McDowell the meeting adjourned.

W. Hayman,
Secretary.

L. F. Ross

Jan. 17th, 1949

The regular monthly meeting of the Public Library Board was held on Jan. 17th, 1949 at 5.15 p.m. in the Public Library with Mr. J. Caldwell in the chair. Also present were Mrs. S. E. Mc-Donnell, Bro. Kevin, E. J. Cleary, Bro. Macdonald and J. D. Fry, Librarian.

Minutes of the last regular meeting were read and approved.

Expenditures to date were approved on motion of E. J. Cleary and Bro. Macdonald.

It was moved by Bro. Macdonald and seconded by Bro. Kevin that Mrs. Lutter's services be continued on a temporary monthly basis of about ~~twenty~~ ^{twenty} days employment at \$3 per day. Carried.

Mr. Fry's report was then received showing the increased circulation, 184 per day in Dec. and increased registration 138.5 as at Dec. He reported in detail on his trip with Mr. Angus Mornat, Inspector of Libraries, to London, St. Thomas and Chatham also Toronto. Mr. Bridgman architect of London Public Library and several other libraries had been consulted and told of our library in Lormall and our hopes of development. Mr. Fry stated that his trip had been well worth while.

It was moved by Mrs. Mc-Donnell and seconded by Mr. Cleary that a system of charging for reserving a book be instituted. Carried.

Some discussion ~~took~~ ^{was} carried on, on the subject of our budget to City Council. It was pointed out that a 12% grant from the Ont. Government would be paid

on a grant of 50[¢] per capita-

Adjournment was moved by
Mrs. McDowell, seconded by J. B. McElwain.

W. McDowell
Chairman

J. B. McElwain
Secretary

Feb. 4th 1949

Special meeting was held on
Feb. 4th at 5:15 in the Public Library.

Present - A. Caldwell, Chairman,
Mrs. McDowell, Bro. Kenin, Bro. Mcadams,
F.B. Macmillan and J.W. Fry, Librarian.

Considerable discussion took place
on the subject of a budget to be
submitted to City Council and it
was finally agreed that an amount
of budget representing a per capita
grant of roughly 65¢ ~~per~~ be submitted
with added explanations and
suggested plans for our development
in the future. On motion of Bro.
Mcadams and seconded by Bro. Kenin
Mr. Fry was to prepare this statement
which was approved by the Board.

Carried.

The meeting then adjourned on
motion of Mrs. McDowell and Bro. Kenin.

A. Caldwell
Chairman

F.B. Macmillan
Secretary

ANNUAL FINANCIAL STATEMENT CORNWALL PUBLIC LIBRARY

RECEIPTS

Balance from report of 1947	\$ 207.96
City Grant	9000.00
Twp. Grant	200.00
Legislative Grant	93.50
Membership Fees	75.00
Fines, etc.	234.37
Sale of Furnace	15.00
Sale of Books	2.77

Balance (Credit)

67.21

~~XXXXXXXXXXXX~~

9895.81

ⓅFuel Ⓞ238.98)

EXPENDITURE

Adult classes	Boo
Boys' & Girls	Bo
Adult Fiction	New
Periodicals	
Bookbinding	
New Equipment	Fur
Repairs to	Libr
Insurance	
Light & Telephone	
Library Card	
Salaries of	Libr
Janitor	
Petty Cash (Exp.)	
Incidentals (Lib.)	

MAY 1948

CURSES

Books	141.62
Books	24.79
	120.66
Newspapers	27.50
	429.22
Furniture	416.75
Building	3842.85
	97.35
none	68.61
Stationery	118.84
Librarians	3909.87
	335.75
Sp., light. etc	110.00
Lib. expenses,	
(Box)	130.99
	<u>9305.31</u>

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Feb. 21st, 1949

The Annual Meeting of the Public Library Board was held in the Library on Monday, Feb. 21st, 1949 at 5 p. m.

Those present were A. Caldwell, Chairman Mrs. E. McDowell, Bro. Kevin, Rev. C. Rudd, E. J. Cleary, Bro. Breddius, D. Ross-Ross, G. B. MacMillan and the Librarian, J. D. Fry.

The Treasurer's report was read and adopted on motion of G. B. MacMillan, seconded by Rev. C. Rudd. (See Finance Book)

Mr. Rudd as Chairman of the property committee reported on the extensive renovations made to the building and on the installation of a new radiator in the work-room. This report was adopted on motion of Mr. Rudd and Bro. Kevin.

Mr. Fry acted as Chairman during the election of officers for 1949 which resulted in the following slate:-

Chairman - A. Caldwell, moved by E. J. Cleary, sec. by D. Ross-Ross
Sec. - Treas - G. B. MacMillan .. Mr. Rudd .. Bro. Breddius
Property Committee - Rev. C. Rudd, D. Ross-Ross, E. J. Cleary .. Bro. Breddius .. Mrs. McDowell
Book Committee - D. Ross-Ross, Bro. Kevin, Mrs. McDowell and Bro. Breddius -
moved by Mr. Rudd, sec. by E. J. Cleary.
Policy Committee - A. Caldwell, Bro. Kevin, G. B. MacMillan
and the Librarian, J. D. Fry moved
by Mr. Rudd and seconded by Bro. Breddius, carried.
Publicity Committee - D. Ross-Ross, Mrs. McDowell
Extension .. Bro. Breddius, A. Caldwell and Mr. Fry,
moved by Mr. Rudd and sec. by E. J. Cleary.
Adjournment was then moved by
D. Ross-Ross, - seconded by Rev. C. Rudd.

G. B. MacMillan.
Sec. Treas

A. Caldwell
Chairman

Feb. 21st, 1949

The regular monthly meeting of the Public Library Board was held on Feb. 21st at 5 p.m. in the Library.

Those present were as follows:

J. Caldwell, Chairman, Rev. Mr. C. R. Rudd, Bro. Breadwin, Bro. Kinn, Mrs. S. E. MacDonald, E. J. Henry, D. Ross-Ross, W. Macmillan and the Librarian Mr. J. D. Fry.

The Minutes of the last regular meeting were read and approved.

Correspondence was read from Mr. O. Garin, Sec. Separate School Board in regard to Bro. Kinn's appointment as a Separate School Board representative — also from G. J. Gallon, Esq. of Chas. Warnock & Co. Rth. re an appraisal of Library Building.

It was moved by Mr. Rudd and seconded by D. Ross-Ross that City Hall be contacted in regard to an appraisal of Public Library Property for Insurance purposes. Carried.

After some discussion on our present insurance coverage it was moved by ^{D. Ross-Ross and seconded by} Bro. Breadwin that an additional \$4000 be added to our Fire Insurance risk on the building. Carried.

Mr. Fry then submitted his Librarian's report giving the latest figures on circulation and registration. (See report). He also reported on gifts of books to the Library from Mrs. Mercier of Montreal and Mrs. Laura J. Connell. Mr. Fry agreed to acknowledge these gifts by letter.

Discussion on the budget for 1949 which ~~was to be~~ ^{has been} submitted to City Council.

took place. It was agreed that this subject should be discussed further at the Mar. 14th meeting.

The meeting then adjourned on motion of D. Ross-Ross and F. B. Macmillan.

C. Caldwell
Chairman

F. B. Macmillan,
Sec. Treas.

Chairman

7 Mar. 14th, 1949

The regular monthly meeting of the Public Library Board was held on Monday, Mar. 14th, 1949 at 5 p. m.

Those present were as follows:

A. Caldwell, Chairman, Bro. Arcadius
Bro. Fernin, Mrs. S.E. McDowell, D. Ross-Ross,
E. Cleary and F.B. MacMillan

The minutes of the last regular meeting were read and ~~approved~~.

Payment of accounts on Feb. 19th were approved on motion of Bro. Arcadius and E. Cleary.

It was moved by D. Ross-Ross and seconded by Mrs. McDowell that the Secretary write a letter to the City Clerk in reply to a request ^{made} by the Mayor to the Chairman of this Board that the Budget of suggested expenditures, which had been submitted to City Council previously, be scaled down. The letter would point out again the fact that we have two abnormal charges, firstly the pension to Miss K. Clarke and secondly the very necessary renovation of our Library building. This would amount to approximately 10% per capita of our request.

The motion was carried.

E. Cleary moved that we adjourn.

A. Caldwell
Chairman

F.B. MacMillan
Secretary

The regular meeting of the Public Library Board was held in the Public Library on Monday, April 25th at 5.15.

Those present were: A. Lalande, Chairman Mrs. S.E. McDaniel, Rev. C. Rudd, Bro. Arcadius, Bro. Kenin, E.J. Cleary, F.B. MacMillan and J. W. Fry, Librarian.

The minutes of the last regular meeting were read and adopted.

Some discussion was held on the contents of letters written to City Council on Mar. 14th with regard to our budget and appraisal.

Mr. Fry, Librarian, then submitted his report showing Circulation and Registration to the end of March. Mr. Fry also commented on ^{local} newspaper publicity, the purchasing of three stools for use by children, the preparation of a panel for use in exhibiting pictures, the discarding of old books and the lending of books to the General Hospital, and holiday arrangements.

It was moved by Rev. C. Rudd and seconded by Bro. Arcadius that Miss Ross be given three weeks' holiday and that Miss Atkinson be given two weeks' holiday. The motion was carried.

It was moved by Rev. C. Rudd and seconded by Bro. Arcadius that Mr. Fry, Librarian, Miss Ross and Miss Atkinson be delegates at the meeting of the Ontario Library Association to be held in Kingston on May 23rd and 24th also some board member if possible. Carried.

Mr. Caldwell, Chairman, reported that the Mayor had informed that the Federal Govt. was inquiring about a building site. The reaction of the Public Library Board was being sought. The suggestion was finally made and agreed to that Mr. Caldwell and a committee composed of Rev. C. Rudd, Mr. J. Fox and the Secretary should meet the Mayor and inform him that we are agreeable to such a proposal if this means the first step to a new and suitable library for Lowell.

The meeting then adjourned on motion of Mrs. E. E. Russell.

A. Caldwell
Chairman

Mrs. E. E. Russell
Secretary

The regular monthly meeting of the Public Library Board was held on Monday, May 16th at 5.15 p.m. in the Library. Mr. A. Caldwell was in the chair.

Other members present were: Rev. C. Rudd, Bro. Kerin, Bro. Arcadius, Mrs. A. E. MacDonnell, Messrs. J. Heary, D. Ross-Ross and H. MacMillan. The Librarian Mr. J. D. Fry was also present.

The minutes of the previous meeting were read and adopted on motion of Bro. Arcadius and Rev. C. Rudd.

The auditor's report was read and filed on motion of Rev. C. Rudd and Bro. Kerin.

Mr. Fry, the Librarian, submitted his report showing advancement in circulation, registration, publicity and exhibits of Montreal school children's art. Reference was made to the death of Miss Linda Clarke, former Librarian, which occurred on April 30, 1949. For over 45 years Miss Clarke had carried out her duties with a fine spirit of faithfulness.

Mr. Ross-Ross moved that Mr. J. M. Marsters and Mrs. E. Halliwell be written letters of acknowledgment and thanks for books donated. - Carried.

It was moved by Mr. Ross-Ross and seconded by Mr. Rudd that Mr. Fry's suggestion be implemented in regard to closing the Library in the mornings during July and August. Carried.

Rev. C. Rudd reported on a meeting held between His Worship Mayor E. Harouty,

and a committee representing this Board, on the subject of the valuation of this property. Discussion arose on the possibilities of a new building site.

Mr. Ross - Ross moved adjournment.

W. Caldwell
Chairman

J. H. Mason
Secretary

June 20th, 1949

The regular monthly meeting of the Public Library Board was held on Mon., June 20th at 5¹⁵ p.m. in the Library. Mr. A. Caldwell, Chairman, presided. Other members present were ^{Rev. E. Knad} Bro. Kenin, Mrs. S.E. McDowell, Messrs. E.J. Cleary, D. Ross-Ross, J.B. Macmillan. ~~and~~ The Librarian, Mr. J.D. Fry was also present.

The minutes of the last meeting on May 16th were read and approved.

It was reported that a budget of 10,000 expenditure had been approved by City Council.

Mr. E.J. Cleary moved that the Sec. Treas. be paid an honorarium of \$50. This was seconded by Bro. Kenin. - Carried.

Mr. D. Ross-Ross moved that an account of \$10 be paid Whittaker Bros. This was seconded by E.J. Cleary. Carried.

Mr. Fry then submitted his report showing circulation and registration. He suggested that consideration be given to the matter of public liability insurance. Mr. Fry then submitted his report on the O.B.A. meeting held in Kingston which he, Miss Roy and Miss Atkinson had attended. This was very interesting, containing comments on the usual open session, a panel discussion on publicity, the use of radio, and circulation.

It was agreed that Mr. Fry should write Mrs. Marsters and Mrs. Ogilvie thanking them for gifts of books to our library. Mr. Ross-Ross made this

motion and ~~Mr. Rudd~~ ^{Bro. Kevin} seconded it.
Carried.

It was moved by Mr. Ross. Ross
and seconded by Mr. Rudd that
Public Liability Insurance be placed on
the Library. Carried.

It was moved by Mr. Rudd and
seconded by Mr. Cleary that Mr. Fry be
authorized to write the City in regard to
lane trees about the Library examined
and trimmed if found necessary. Carried.

Mr. Fry mentioned the problem
of check signing and suggested that
the amount of Petty Cash ^{could} be increased.

On motion of Mr. Rudd and Mrs.
McDonnell it was decided that July
and August meetings be not held
except in case of emergency. Carried.

The meeting adjourned on motion
of Mr. Rudd and Mrs. McDonnell.

L Caldwell
Chairman

J. H. MacMillan
Sec. - Treas.

Sept 19, 1949

Sept. 19th, 1949

The regular monthly meeting of the Public Library Board was held on Sept 19th at 5.15 in the Library.

Those present were Mr. A. Caldwell, Chairman, Bro. Jean Lionel, Bro. Gabriel, E.J. Leary, J.B. MacMillan and the Librarian, Mrs. Fry.

The minutes of the last meeting were read and approved. The Secretary referred to inquiries which had been made in regard to Public Liability Insurance. Mr. Leary raised the question of a superannuation scheme for the Staff. This matter was referred to the Policy Committee.

Approval of several accounts was given ~~by~~ on motion of the Treasurer, and seconded by E.J. Leary. Carried.

Mr. Fry submitted his report. He stated that a cheque for £976.10 had been received from the Dept. of Education, Toronto.

Figures were read on the circulation and registration. Mr. Fry also suggested that someone from Adult Education groups be requested to address one or more of the Service Clubs and that an authority on children's libraries speak to Home and School groups in Cornwall.

Mr. Leary moved and Bro. Jean seconded a motion to adopt Mr. Fry's report and ~~carried~~ to authorize the Librarian to arrange for speakers to come to Cornwall to address Service Clubs and Home and School Clubs on Libraries.

Bro. Gabriel moved and Mr. Leary seconded a motion thanking Mrs. Fry.

Mrs. Kershaw and Miss Mary Mack
for donations of books. Carried

Mr. Cleary moved and Bro Gabriel
seconded a motion to adjourn. Carried

W. Caldwell
Chairman

F. B. Macmillan
Sec. Treas.

Oct. 17, 1949

The regular ~~monthly~~ meeting of the Public Library Board was held in the Library on the above date at 5:15 p. m.

Those presents were Mr. A. Caldwell, Chairman, Mrs. McDonnell, Bro. Gabriel, Bro. Jean Lionel, D. Ross-Ross, E. J. Cleary, F. B. Macmillan and Mr. J. D. Fry Librarian.

The minutes of the last regular meeting were read and approved.

Several accounts of Oct. 17th were ~~passed~~ and ordered paid on motion of F. B. Macmillan and Mr. Ross-Ross. Carried.

Mr. Fry then submitted his report which was adopted on motion of Bro. Jean Lionel and Bro. Gabriel.

Mr. Ross-Ross moved adjournment.

F. B. Macmillan
Secretary

Nov. 21, 1949

The regular meeting of the Public Library Board was held at 5.15 pm. on Nov. 21st in the Public Library.

Those present were as follows:

A. Caldwell Chairman, Rev. C. H. Rudd M.E.,
Messrs. E. J. Clary, Bro. Gabriel, Bro. Jean Lionel, Mrs. McDowell
and Mr. Fry, Librarian.

It was moved by Mr. Rudd and seconded by Mr. Clary that Mr. Bridgman, an expert on Library Construction, give advice to our Board in regard to our building needs.

It was moved by Mr. Clary and seconded by Mr. Rudd that Mr. Fry's salary be increased to \$3000 beginning in the new year 1950. This motion passed unanimously.

The Chairman suggested that Mr. Fry report on the salaries of assistants.

A letter dated Nov. 3, 1949 from Monroe Cottrell dealing with Employer's liability insurance was given consideration. It was decided to put further discussion off to the next meeting.

Mr. Rudd to report on his experience in such matters.

The meeting adjourned on motion of E. J. Clary.

A. Caldwell
Chairman

H. H. Phillips
Secretary

Dec. 19, 1949

The regular meeting of the Public Library Board was held in the Library on Dec. 19th at 5.15.

Those present were as follows:

Mr. A. Lelandell Chairman, Bro. Jean Lionel Elleary, D. Ross - Ross.

Mr. J. D. Fry Librarian and F. B. Macmillan.

The minutes of the last meeting were read and approved.

Mr. Cottrell, was present to explain Public Liability and Property Damage as well as Employers Liability Insurance.

It was moved by Mr. Ross - Ross and seconded by Mr. Elleary that Public Liability and Property Damage Insurance be taken with Monroe and Cottrell at a premium of ^{to the amount of \$5,000 - \$25,000} \$1⁵⁰⁰⁰/₄₂ for three years. Carried.

It was moved by Mr. Ross - Ross and seconded by F. B. Macmillan that Employers Liability Insurance containing Common Law and Voluntary Compensation classes be taken with Monroe and Cottrell at a premium of \$100⁹⁸ for three years. Carried.

Several accounts nos 254 to 302 were sanctioned for payment on motion of Mr. Elleary and Bro. Jean Lionel. Carried.

After Mr. Fry reported on the salaries of the Staff it was moved by Mr. Ross - Ross and seconded by Bro. Jean Lionel that Miss Ray's salary be increased from \$200 per annum to \$380. Carried. It was then moved by Mr. Ross - Ross and seconded by Mr. Elleary that Miss Thompson's salary be increased from \$75 per month to \$90 per month and that Mrs. Cutler's salary be increased.

From \$3⁰⁰ to \$3²⁵ per duin. Carried.
The Librarian, Mr. Fry then
submitted his monthly report
on Circulation and Registration.
The Board advanced an motion
of Mr. S. Cleary and F. R. Macmillan.

W. S. Caldwell
Chairman

F. R. Macmillan
Secretary

Jan. 16, 1950

The regular meeting of the Public Library Board was held on the above date in the Public Library.

Those present were Mr. W. Goldwell, Chairman, Rev. C. R. Rudd, Mrs. Geo. A. Tomlinson, Rev. Bro. Gabriel, Messrs. Ross-Ross, J. B. MacMillan and J. W. Fry, Librarian.

The minutes of the previous meeting were read and adopted.

Communication was received from Miss Isabel Keys thanking the Board for a recent increase in salary. This was filed on motion of Mr. Rudd and Mr. Ross-Ross.

It was drawn to the Board's attention that Mr. E. J. Cleary was ill in hospital and it was suggested that a letter of sympathy be sent.

It was moved by Mr. Rudd and seconded by Bro. Gabriel that the suggested budget of expenditures for 1950 be approved and submitted to City Council. Carried.

It was moved by Mr. Ross-Ross and seconded by Mr. Rudd that the Librarian be asked to prepare an article for the press justifying and explaining the increased budget. Carried.

Mr. Fry, Librarian, then submitted his report and read a letter from Mr. Bridgman, Architect.

It was moved by Mr. Rudd and seconded by Mr. Ross-Ross that the Chairman and the Librarian make arrangements to have Mr. Bridgman visit this Board at a time in February which would be convenient if

Possible to all concerned. Carried.

Mrs. Geo. Tomlinson, the new Public School Board appointee to this Board stated that the Technical Libraries at Howard Smith Paper Mill were being made available to interested readers. (not G. S. Students.)

Mr. Quad suggested that an unused toilet be removed from the basement. Mr. Ross moved that this be done and F. B. Macmillan seconded the motion. Carried

The meeting then adjourned.

A. C. Cadwell

H. B. Macmillan

Chairman

Secretary

Feb. 27th, 1950

The Annual Meeting of the Public Library Board was held in the Library on Feb. 27th at 5.15 p.m.

Those present were Mr. A. Caldwell, Bro Jean Lionel, Bro. Gabriel, Mrs. Geo. H. Tomlinson, Rev. C. R. Rudd, F. B. MacMillan and the Librarian Mr. J. D. Fry.

The minutes of the last Annual Meeting were read and adopted. The Treasurer's report ^(see appended statement) was read and adopted on motion of F. B. MacMillan and seconded by Rev. Mr. Rudd. The motion carried.

Election of officers ^{with Mr. Fry presiding} for 1950 resulted in the following slate:

Chairman - A. Caldwell

Sec. Treas. - F. B. MacMillan.

Property Committee - Rev. C. R. Rudd, D. Ross-Ross, E. Henry

Book Committee - D. Ross-Ross, Bro Gabriel, Mrs. Tomlinson, Bro. Jean

Policy Committee - A. Caldwell, Bro. Gabriel, F. B. MacMillan and

Publicity " - D. Ross-Ross, Mrs. Tomlinson, Bro. Jean

Mr. Caldwell then took the chairmanship and the meeting adjourned on Mr. Rudd's motion.

F. B. MacMillan
Sec. - Treas.

A. Caldwell
Chairman

CORNWALL PUBLIC LIBRARY

DEC 31

RECEIPTS

City of Cornwall	\$10,000.00
Cornwall Township	200.00
Department of Education, Toronto	976.10
Fines	542.18
Membership Fees	86.00
Miscellaneous	11.32
	<u>\$11,815.60</u>

EXPENDITURES

Salaries	\$5,488.55
Books Classed	1,513.40
Fiction	636.45
Juvenile	462.31
Periodicals	164.25
Binding	436.60
Building	1,160.26
Furniture	142.65
Janitor	420.00
Telephone and Light	162.10
Catalogue, Supplies, etc.	573.71
Insurance	174.30
Petty Cash	35.00
Incidentals	380.68
	<u>\$11,690.26</u>

Receipts	\$11,815.60
Expenditures	<u>11,690.26</u>
Credit Balance	<u>\$ 125.34</u>

RECEIPTS

City of Cornwall
Cornwall Township
Department of Education
Fines
Membership Fees
Miscellaneous

EXPENDITURES

Salaries
Books Classed
 Fiction
 Juvenile ...
Periodicals
Binding
Building
Furniture
Janitor
Telephone and Light ..
Catalogue, Supplies, e
Insurance
Petty Cash
Incidentals

Receipts
Expenditures
Credit Balance

Feb. 27th, 1950

The regular monthly meeting of the Public Library Board was held in the Library at 5:15 p.m. Those present were A. Calquholl Chairman, Mrs. Tomlinson, Rev. C. R. Rudd, Bro. Gabriel and Bro. Jean-Lionel, H. D. MacMillan and J. D. Fry Librarian.

The minutes of the last regular meeting were read and ~~approved~~^{adopted}.

Approval of payment for accounts No. 9, 10 and 11 was agreed to on motion of Rev. C. R. Rudd and Bro. Jean-Lionel. Carried.

Mr. J. D. Fry, Librarian, then submitted his report.

Mrs. Tomlinson suggested that calendars of various well known Universities be ~~procured~~^{procured} for the Library.

Mr. Fry offered to write for these.

It was moved by Mr. Rudd that the meeting adjourn. Carried

A. Calquholl
Chairman

H. D. MacMillan
Sec. - Treas.

Mar. 20th, 1950

The regular monthly meeting of the Public Library Board was held in the Library on Mar 20th at 5¹⁵ pm.

Mr. A. Caldwell, the Chairman, Rev C R Read, Bro. Gabriel, D Ross-Ross, J. W. Fry Librarian and F B Macmillan were present.

The minutes of the previous meeting were read and adopted.

Approval for payment of accounts ^{was} ~~was~~ given on a motion by the Treasurer ^{seconded} ~~was~~ seconded by Mr Read.

Mr. Fry Librarian then submitted his report indicating increases in circulation and registration.

Mention was made by Mr Fry of a communication from Mr Bridgman, Architect, who hopes to be able to come to Cornwall soon.

The Canadian Library Association dates were announced as June 9th to 10th in Lower Montreal.

The meeting then adjourned.

A Caldwell
(Chairman)

F B Macmillan
Secretary

April 17th 1950

The regular meeting of the Public Library Board was held in the Public Library on Monday April 17th with Mr. A. Caldwell, Chairman presiding. Other Board members present were Mrs. Geo. Tomlinson, Bro. Gabriel, Bro. Jean Bionel, D. Ross-Ross, F. B. MacMillen and J. D. Fry, Librarian.

The minutes of the last regular meeting were read and approved.

Mr. Fry, in his report, mentioned that several ^{hundred} new books were being purchased, that several donations had been received and that a limited number of reference books had been donated to Rev. R. Millar for a library in Martintown. Mr. Peter Solway had donated \$10 to the library.

Circulation continued to increase in non-fiction books. Registration now reached a total of 2787.

Mr. Fry made reference to his activity on the Film Council and his work as Librarian for the Projector and films. There were 35 showings by the projector, thus representing an audience of 4665.

Mr. Edwin Halgate, R.C.A., very kindly loaned ~~a~~ a collection of his wood-cuts signed and matted, which were to be ^{exhibited} ~~shown~~ shortly.

At this time Mr. ^{R.G.} Bridgeman, Architect discussed with the Board the need for an extension to our buildings. After a very interesting and informal discussion it was moved by Rev. C. Rudd that Mr. Bridgeman be requested

to give a short written report on
the suggestions for an addition
to the Library and that we make
plans to approach City Council on
this subject. Mrs. Tomlinson
seconded this motion. The motion
was carried.

Mr. Rudd moved adjournment.

H. Macmillan
Secretary

G. Goodwell
Chairman

May 15, 1950

The regular meeting of the Public Library Board was held at 5:15 p.m. on May 15th, 1950 in the Public Library.

Mr. A. Caldwell, Chairman of the Board, presided. Other members present were Mrs. Tomlinson, Bro. Gabriel, W. Ross-Ross, H.B. MacMillan and Mr. D. Fry, Librarian.

The minutes of the last regular meeting were read and adopted.

Correspondence was read from L. G. Bridgman, Architect reporting on his visit to Cornwall and suggesting steps for improving our property and making a new extension. This plan if adopted might cost \$7500.

It was moved by W. Ross-Ross and seconded by Mrs. Tomlinson that a committee composed of Mr. Caldwell, Mr. Rudd & Bro. Gabriel or substitute for Mr. Rudd to be appointed by the Chairman, shall call upon City Council at their next regular meeting to lay the matter of the proposed extension before them and to get their reaction. The motion carried.

It was moved by the Treasurer that payment of accounts No 51 to 87 inclusive be approved. This motion was seconded by Bro. Gabriel. Carried.

Mr. Fry, Librarian, then submitted his report which indicated new circulation figures. Several gifts of books had been made to the Library.

It was moved by Mr. Ross-Ross and seconded by Bro. Gabriel that the thanks of the Board be ^{expressed} made to the donors of books. ^{and} the meeting then adjourned.

A. Caldwell
Chairman

H.B. MacMillan, Secretary

June 19th, 1950

The regular monthly meeting of the Public Library Board was held in the Library at 5.15 p.m. on June 19th.

Mr. A. Caldwell, Chairman presided. Other Board members present were: Mrs. Tomlinson, Bro. Jean-Francois, and the Secretary. Mr. J. Fry, Librarian ~~was also present~~.

The minutes of the last regular meeting were read and approved.

Mr. Caldwell reported on his visit to City Council. He had outlined the points in Mr. Bridgman's proposals. Motion was made that consideration would be given to these proposals.

Mr. Fry submitted his report showing latest figures on circulation and recent acquisitions. He mentioned the need for a part time worker to replace Mrs. Cutler.

Bro. Jean moved and Mrs. Tomlinson seconded a motion to adjourn until the third Monday in September. This motion carried.

A. Caldwell
Chairman

J. B. Macmillan
Secretary

Sept. 18th, 1950

There being no quorum there
was only brief discussion on the
following matters: payment of
several accounts, the engagement
of a stenographer to succeed Miss
Elvior Robinson who had resigned to
be married and Mr. Fry's proposition
re purchasing films for the Film Council
Library. - Present Mr. A. Caldwell,
Bro. John and F. B. Macauliffe.
A. Caldwell F. B. Macauliffe

Oct. 16th, 1950

The regular meeting of the Public Library Board was held at 5^{pm}. Oct. 16th, 1950 in the Public Library with the Chairman, Mr. H. Caldwell presiding.

Others present were Mrs. Tomlinson, Rev. C. Rudd, Bro. John, Bro. Gabriel, J. B. MacMillan.

Mr. J. D. Fry, Librarian was also present. The minutes of the last regular meeting were read and approved.

Approval was given to the payment of accounts No 159 to 197 on motion of Rev. C. R. Rudd seconded by Bro. John.

Mr. Fry, the Librarian, then delivered his report of activities since the last regular meeting. There were 450 new accessions and a circulation of 8764 in Aug. & Sept. as compared with 7844 in Aug & Sept. 1949. In ^{1st half of} October there was a considerable increase - 798 as compared with 572 in 1949.

During the summer, nearly 1000 children's books were discarded. To replace them some 500 to 600 new good books have been purchased. Several new French books have also been purchased.

Mr. Fry reported that Miss Lila Atkinson, under consideration for the ~~vac~~ secretarial vacancy would begin duties on Nov. 1st.

Mrs. Dancouse, who worked in the Toronto Public Libraries and who is now a Cornwall resident had been commissioned to prepare posters for the Library.

The meeting adjourned on motion of Rev. C. R. Rudd. J. B. MacMillan, Secretary, H. Caldwell, Chairman.

Nov. 20th, 1950

The regular monthly meeting of the Public Library Board was held at 5.15 p.m. on Nov. 20th, 1950 in the Public Library.

Mr. A. Caldwell, Chairman presided. Others present were Mrs. G. H. Tomlinson, Rev. C. R. Rudd, Bro. Gabriel, H. B. Macmillan and Mr. Fry, Librarian.

The minutes of the last regular meeting were read and adopted.

It was moved by Mr. Rudd and seconded by Bro. Gabriel that accounts numbered 212 to 233 be paid. Carried.

The Librarian reported on necessary repairs to the furnace which had been installed in 1946. It was moved by Mr. Rudd and seconded by Bro. Gabriel that £100.0.0 be written regarding ~~such~~ the defect in the furnace, the letter to be written by Mr. Fry. Carried.

Mr. Rudd reported on a leak in the roofing which had been repaired.

Mr. Fry, Librarian then submitted his report. He mentioned that salaries to certain members of the staff could be considered. It was agreed that this matter be discussed at the December meeting.

Mr. Rudd suggested that a fence be erected. This matter was left in the hands of the Property Committee on motion of Bro. Gabriel and Mrs. Tomlinson. Carried.

Mr. Rudd moved adjournment.

H. B. Macmillan
Secretary.

A. Caldwell
Chairman

Dec. 18th, 1950

The regular monthly meeting of the Public Library Board was held in the Library at 5:15 p.m. with Mr. A. Caldwell Chairman presiding. Others present were Rev. C. R. Rudd, Bro. Gabriel, J. H. Macvicar and Mr. J. D. Fry, Librarian.

The minutes of the last regular meeting of the Board were read and approved.

Mr. Fry stated that Cronishta had been written regarding the furnace but that no reply had been received to date. Mr. Rudd reported on progress regarding the proposed erection of a fence at the front of the library.

It was moved by Mr. Rudd and seconded by Bro. Gabriel that a small Gestetner duplicating machine and supplies be purchased. The motion was carried.

It was moved by the Treasurer and seconded by Mr. Rudd that accounts No. 244 to 276 be approved for payment. Carried.

It was moved by Mr. Rudd and seconded by Bro. Gabriel that hours for closing on the day before Christmas be one p.m. and that the Library be open on Wed. p.m.

On the recommendation of Mr. Fry the following salary increases were granted by motion of Mr. Rudd and seconded by Bro. Gabriel: an increase of \$15 per month for Miss Isabel Rags, making her salary now \$130 per month, Mrs. E. Atkinson an increase from \$3 per day to \$3⁵⁰ per day, Miss Lila Atkinson to be considered after

at least Six months, Geo. Antoine
an increase from \$35 to \$40 per month.

It was then moved by Mr. Rudd
and seconded by Mrs. Gabriel that a
Christmas bonus be paid each of
the employees as follows:

\$15 to Mr. Fry, \$10 to Miss Rags
and \$5 each to Mrs. Atkinson, Miss Pella
Atkinson Mrs. L. Cutler and Mr. Geo. Antoine
The motion was carried.

The meeting then adjourned.

F. W. MacMillan,
Secretary

A. Cagwell
Chairman

Jan. 15th, 1951

The regular meeting of the Public Library Board was held on the above date at 5.15 p.m. in the Public Library.

Mr. A. Caldwell, Chairman presided. Directors present were Mrs. Tomlinson. ~~Rev. C.R. Rudd~~, Bro. Gabriel ^{Bro. John Rowley} and F.B. Marshall. Mr. J.D. Fry, Librarian was also present.

The minutes of the last regular meeting were read and approved.

It was moved by F.B. Marshall and seconded by Mrs. Tomlinson that payment of accounts, No. 293 to 309 incl. be approved. Carried.

Mr. Fry then submitted his report which indicated an increase in circulation of books in 1950. He also reported receipt of £250 grant ^{for 1950} from the Township of Cornwall. This was an increase of 50 over the 1949 grant. He reported that Mr. Angus Mowat, Inspector of Public Libraries, had made a brief informal visit. He had expressed a hope that a much needed extension to our building would soon be realized and that more trained help be secured.

Mrs. Tomlinson moved and F.B. Marshall seconded a motion appointing Mr. Caldwell, Bro. Gabriel and Rev. C.R. Rudd, a committee to interview City Council concerning our hopes for extension. Carried.

The meeting then adjourned.

F.B. Marshall
Secretary

A. Caldwell
Chairman

Draft only

9 February 1951

F.B. Brownridge, Esqre
City Clerk
City of Cornwall

Dear Sir:

We submit below the estimated budget of the Cornwall Public Library for the year 1951:-

1. Salaries	(a) Chief librarian	\$3000.
	(b) Librarian	1560.
	(c) Librarian (&clerical)	1200.
	(d) Part time help, say	1200.
	(e) Janitor	480.
2. Books		3000.
3. Periodicals		280.
4. Binding		600.
5. Stationery and cataloguing		400.
6. Furniture and equipment		500.
7. Building repairs and alterations		400.
8. Light, telephone		150.
9. Postage, freight, and express		140.
10. Architect's fee- report on proposed	addition	100.
11. Incidentals		200.
		<u>\$13210.</u>

AMOUNT ASKED OF THE CITY \$12.000.

Last year our total expenditures (less fuel) amounted to \$13221.36. In addition to what we received from the City we are given, as you know, a grant from the Department of Education. This grant varies-- we are never sure just what it will be; last year it was \$1230.19. In addition we get about \$500. in fines, cards, and non-resident fees.

We are very grateful for the amount (\$12000.) allotted to us last year by the City and we hope that the same sum will be forthcoming this year.

Yours faithfully
CORNWALL PUBLIC LIBRARY BOARD

Secretary-Treasurer

Feb. 19th, 1951

The Annual Meeting of the Public Library Board was held on Feb. 19th, 1951 in the Public Library at 5 p.m. with Mr. A. Caldwell, Chairman presiding.

Other members present were Rev. C. Rudd, Bro. Jean-Lionel, Bro. Gabriel, Mr. J. Quint, Mr. J. M. Tessier, and F. B. MacMillan. Mr. J. D. Fry, Librarian, was also in attendance.

The minutes of the last Annual Meeting were read and adopted. The Treasurer then submitted his statement for 1951 (see appended statement) which was adopted on motion of F. B. MacMillan and seconded by Mr. Rudd.

Correspondence was read from Mr. H. B. Smith, City Clerk, naming the City representatives to the Library Board for 1951 viz, A. Caldwell (for 1951-2-3) John Quint replacing D. Ross Ross for next three years, Jean-Marie Tessier replacing E. J. Heary who had retired.

The report of the Property Committee was given by Mr. Rudd.

The report of the Book Committee was given by Bro. Jean-Lionel. He commended the Librarian on the purchase of many new books also on the press reports. He suggested that Juvenile and Adult books be separated on the shelves and that the list of French books be inserted in a local, weekly French newspaper.

The Librarian then submitted his Annual Report. This was adopted on a motion by Mr. Rudd which was seconded by Bro. John and carried. (See appendix)

CORNWALL PUBLIC LIBRARY BOARD
STATEMENT OF RECEIPTS & EXPENDITURES

FOR 1950

January 1, 1950 Balance on hand

125.34

Receipts

Fuel (City of Cornwall)	361.03	
City of Cornwall Grant	11,000.00	
Cornwall Township Grant	250.00	
Province of Ontario Grant	1230.19	
Miscellaneous	27.15	
Non-resident Membership	93.00	
Fines and Cards	523.13	
Gifts	10.00	
		<u>13694.50</u>
		<u>13819.84</u>

Expenditures

Fuel	361.03	
Librarians' Salaries	6261.00	
Incidentals	163.99	
Periodicals	255.95	
Binding	684.83	
Library Supplies & Stationery	404.60	
Postage, Freight, Express	132.35	
Furniture & Equipment	674.10	
Janitor's Wages	420.00	
Cleaning Supplies & Equipment	74.12	
Building Repairs	310.12	
Telephone & Light	116.26	
Books - Non-Fiction	1381.17	
Books - Fiction	956.92	
Books - Juvenile	1180.95	
		<u>\$13582.39</u>
Bank Balance		<u>27.45</u>
		<u>13819.84</u>

*Yours
Sincerely
C. J. Gault*

Mr. Caldwell, Chairman then welcomed Messrs. Tessier and Ziehl two newly appointed members ^{representing} of the City.

Mr. Fry then occupied the Chair and presided over the election of officers for the new year, 1951.

The results were as follows:

It was moved by Mr. Rudd and seconded by Bro. Gabriel that Mr. Caldwell be Chairman. Carried.

It was moved by Bro. Jean Kioel and seconded by Mr. Rudd that J. B. Macmillan be Secretary Treasurer. Carried.

It was moved by Bro. Jean Kioel and seconded by Mr. Caldwell that the following be elected as the Property Committee: Mr. Rudd, Bro. Gabriel and Mr. Ziehl. Carried.

It was moved by Mr. Rudd and seconded by Bro. Gabriel that the Books Committee be composed of the following: Mrs. Tomlinson, Bro. Jean and Mr. Tessier. Carried.

It was moved by Mr. Rudd and seconded by J. B. Macmillan that the Publicity Committee be as follows: Mrs. Tomlinson, Bro. Jean and Mr. J. B. Fry. Carried.

It was moved by Bro. Gabriel and seconded by Mr. Rudd that the usual ~~yearly~~ honorarium of \$50 be paid the Secretary-Treasurer. Carried.

Adjournment came on a motion of Mr. Rudd which was seconded by Mr. Tessier. Carried.

J. B. Macmillan
Sec. - Treas.

A. Caldwell
Chairman

Feb. 19th, 1951

The regular monthly meeting of the Public Library Board was held on the above date at 5³⁰ p.m. in the Library.

Mr. A. Caldwell, (Chairman, presided.

Board members present were Rev. C. R. Rudd, Bro. Gabriel, Bro. Jean-Lionel, Mr. J. Quirt, Mr. J. M. Tessier and F. H. Macmillan, Mr. J. W. Fry Librarian was also in attendance.

The minutes of the last regular meeting were read and adopted on a motion by Bro. Jean-Lionel which was seconded by Bro. Gabriel and carried.

Mr. Caldwell reported that Mr. Brownridge had recommended that City Council be approached at the April meeting.

It was moved by F. H. Macmillan and seconded by Bro. Gabriel that accounts numbered 12 to 36 be approved for payment. Carried.

It was moved by Bro. Gabriel and seconded by Mr. Quirt that the suggested budget for 1951 which was submitted by the Treasurer be adopted. Carried.

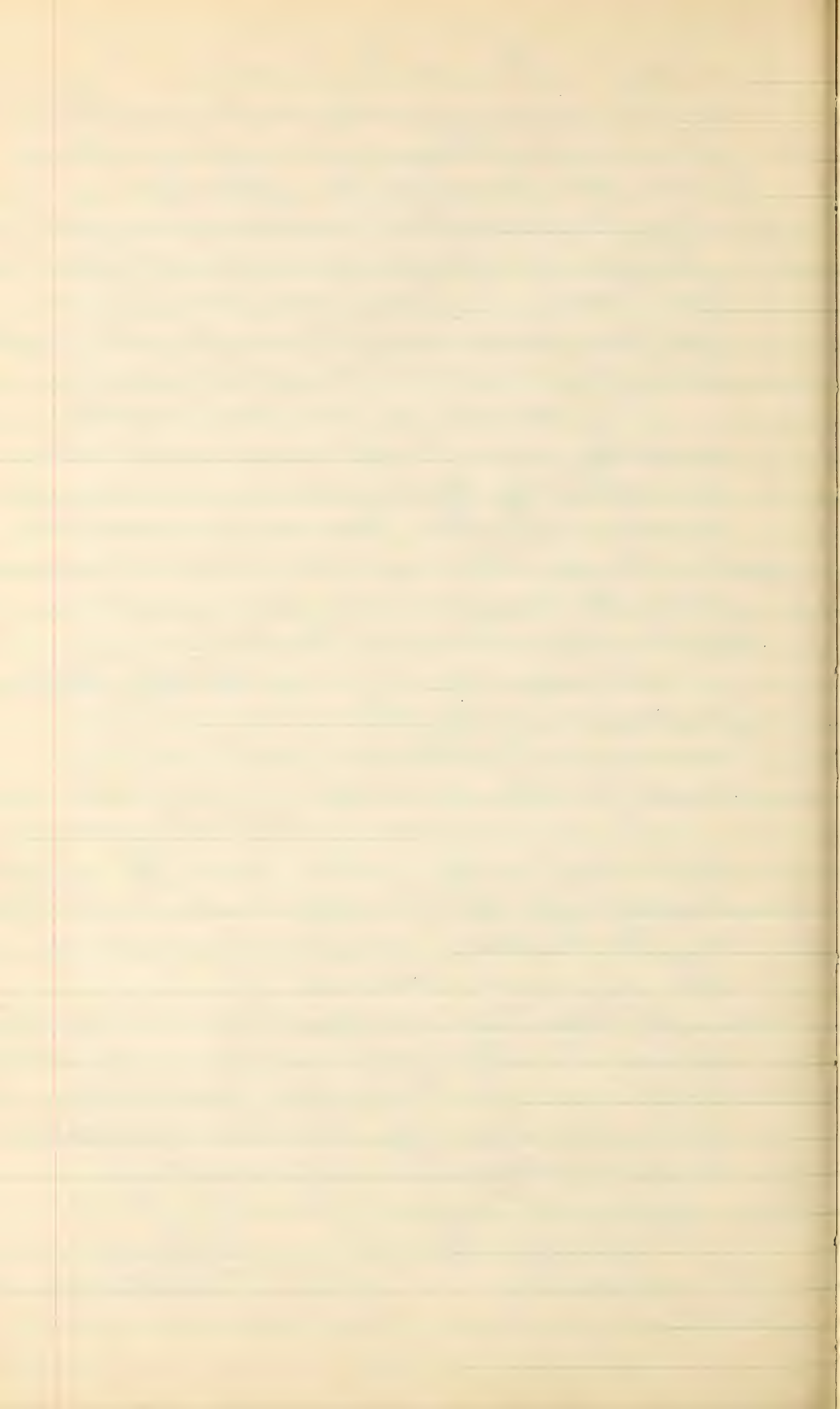
(See appended statement)

Mr. Fry then submitted his monthly statement which was approved and adopted on a motion Mr. Quirt which was seconded by Mr. Tessier. Carried.

The meeting then adjourned.

F. H. Macmillan,
Secretary

A. Caldwell
Chairman



March 19th, 1951

The regular monthly meeting of the Public Library Board was held on Monday March 19th, 1951 at 5 p.m. in the Library with Mr. A. Caldwell, Chairman, presiding. Others present were Rev. L. K. Rudd, Bro. Gabriel, Mr. John Quirt, Mr. Jean-Marie Tessier, H. B. MacMillan and the Librarian, Mr. John Fry.

The minutes of the last regular meeting were read and adopted.

Correspondence was read from Mr. J. M. Gifford expressing his satisfaction with the Public Library services.

Mr. Fry then submitted his monthly report indicating 202 new books accessioned and an increase in adult and children's circulation of books. He also reported on the installation of a hot water tank, shelving in the Book Room and a dictionary stand. Comment was also made of an exhibit of an original painting by Emily Carr and posters by Mrs. Dancause. It was suggested by Mr. Fry and agreed to by the Board that a number of periodicals be sent to the St. Lawrence Sanatorium for the benefit of the patients.

Mr. Caldwell stated that the delegation from this Board to the City Council would make their representation on the inadequacy of our building on April 9th. As many members as possible were urged to attend.

It was moved by Mr. Rudd and seconded by Mr. Tessier that our

meetings be held at 4.45 p.m.
instead of at 5 p.m. until further
notice. The motion was carried.

Bro Gabriel moved that we
adjourn. This was seconded by
W. D. Macmillan. Carried.

Bro John Lind
acting - chairman

W. D. Macmillan
Secretary.

16 April 1951

The regular monthly meeting of the Public Library Board was held on Monday 16 April 1951 at 4:45 pm in the Library. The Chairman, Mr Caldwell, had been detained & Bro. Jean Lionel acted as chairman until Mr Caldwell arrived. Members present were Bro. Gabriel, Bro Jean ^{Lionel} ~~Marie~~, Rev. Colin Rudd, Mr Quirt, Mr. Tessier, & Mr MacMillan.

The minutes of the last regular meeting were read & adopted.

Payment of accounts nos. 57 through 91 was approved upon motion of Mr MacMillan seconded by Mr Tessier.

Mr Rudd when asked if there was a report from the Property Committee said there was none, but he did speak of the deputation to the City Council & he felt that that body seemed more interested.

Librarian's report: The Library had been very busy accessioning some of the new books ordered this spring, 658 having been put into circulation this year. 936 of books were acknowledged from Mrs M. Ellington, Mr J. M. Masters, & Miss Mary Kirkwood. In March a total of 5056 books had been circulated - this is the first time that the figure of 5000 had been exceeded. He was very pleased to have seen in the Press that the City had granted the Library \$12,000, the full amount asked for. He presented the meeting with the auditor's report which had been delivered 6 April.

Mr Tessier remarked on the French books recently bought & seemed satisfied. The Librarian said he would be glad of suggestions for French books. ~~Bro. John~~

Bro. John asked what the next step was with the City. The Chairman thought that nothing further could be done this year but that the matter should be kept before them.

Mr Rudd hoped that eventually the Township Council

might become interested and that Sunday any division would perhaps be done away with.

Mr Tenier brought up the matter of a branch, but this would only be possible after annexation and when the main library was better equipped.

A short discussion followed as to approaching the Township Council, but it was felt that at present we have not enough to offer.

Mr Quirt was informed by the Chairman that there can be no capital grant from the Dept. of Education. It would seem also that no capital grant from the Township is possible nor is it probably legal.

Mr Tenier thought that perhaps the Standard-Freeholder could give us some further publicity for the great need of an adequate building. Mr Quirt also spoke of this.

A general talk followed upon our inadequacies and what we could do with a bigger building and staff.

Mr Quirt felt that the library should be a repository for old books and prints in attics. The Librarian wholeheartedly agreed, being most interested in such matters. However, once again it is a matter of more space & help. The Librarian also doubted that such material should be stored in a non-fireproof building.

Upon motion of Mr Rudd, the meeting then adjourned.

J. B. MacMillan
Secretary

A. Caldwell
Chairman

May 21, 1951

The regular monthly meeting of the Public Library Board was held in the Public Library on May 21st at 4:45 p.m. with the Chairman Mr. A. Caldwell presiding.

Others present were Mrs. Geo. Tomlinson, Rev. Mr. Rudd, Bro. Jean. Lionel, Mr. J. Zient and F. B. Macmillan. The Librarian Mr. Hy was also present.

The minutes of the last regular meeting were read and adopted. Accounts prepared for payment were presented and authorization for payment was made on motion of Mr. Rudd and Mr. Zient.

Mr. Rudd reported on the need for a fence ^{of some description} from the corner of the building to the corner of the sidewalk.

Mr. Hy then delivered his report which indicated a recent accession of 166 new books making a total of 834 for the year. Gifts of two novels from Mrs. Sherman and a novel from Mr. Marsters were acknowledged.

Circulation, particularly in children's books exceeded that of April a year ago.

Mention was made of activity in film work also of exhibits of art by Miss Redmon.

Adjournment was moved by Mr. Rudd.

A. Caldwell
Chairman

F. B. Macmillan
Secretary

June 18, 1951

The regular monthly meeting of the Public Library Board was held at 4⁴⁵ p. m. on June 18th in the Public Library. Mr. A. Eldredge, chairman, presided.

Others present were: Mrs. Geo. Tomlinson, Bro. Samuel, Mr. J. A. Zwart, Mr. John W. Fry and F. B. MacMillan.

The minutes of the May regular meeting were read and approved.

Accounts numbering 107 to 118 were approved for payment by F. B. MacMillan. Bro. Samuel seconded this motion. Carried.

In Mr. Fry's report circulation figures were given which indicated an approximate increase of 50% over 1950.

Mrs. Tomlinson moved and Mr. Zwart seconded a motion giving authority for payment of accounts during July and August. These were to be approved at the Sept. meeting. Carried.

The meeting then adjourned.

A. Eldredge
Chairman

F. B. MacMillan
Secretary

Sept. 17, 1951

The regular monthly meeting of the Public Library Board was held at 4⁴⁵ p.m. on Sept. 17th in the Public Library. Mr. Caldwell, Chairman, presided. Other members present were as follows: Mr. J. Zwart, Rev. C. R. Rudd, Mr. Tisdair, and F. B. MacMillan. The Librarian, Mr. J. W. Fry was also present.

The minutes of the last regular meeting in June were read and approved. Payment for accounts numbered 139 to 154 was approved on a motion by F. B. MacMillan, which was seconded by Mr. Rudd and carried by the Board. Additional accounts prepared for payment were also approved.

The Treasurer announced that the grant from the Province of Ont. amounted to \$170182.

Mr. Fry submitted his monthly report which indicated that 470 new books had been added to the shelves since June. Many new children's books added to an already crowded condition. It was hoped that new French books would be added soon. Several new technical books were being acquired and several old children's books and novels were discarded. Rebinding was also attended to - 672 books in all.

Circulation showed a marked increase this summer over last

last summer. Re-registration of all readers was being undertaken. New shelving had been built in the large room and the reading room was re-decorated. An exhibit of children's art was on display. These were from the pupils of Miss Heath in Montreal. The work of Mrs. Atkinson was commended by Mr. Fry and the Board was told that Miss Lillian Fawthrop had been in the Library for two weeks gaining practical experience before entering the Library course at Toronty University.

It was moved by Mr. Rudd and seconded by Mr. Tessier that Miss Fawthrop be granted a contribution of \$30.⁰⁰ for her services during the two weeks which she spent at the Library. Carried.

Mr. Rudd moved that the meeting adjourn. This was seconded by Mr. Quint. Carried.

A. Greenwood
Chairman

J. B. Macmillan
Secretary Treasurer

Oct. 15, 1951.

The regular monthly meeting of the Public Library Board was held in the library on Monday Oct. 15th at 4⁴⁵ p. m. Mr. A. Caldwell, the Chairman, presided. Directors present were ^{Rev. C. R. Knight} Bro. Patrick, Bro. Justin, Mr. Jessier, Mrs. Tomlinson and ~~the~~ ^{the} Librarian. Mr. J. D. Fry was also present.

The minutes of the regular meeting in September were read and adopted.

Correspondence was read from Mr. O. Carin, Sec. - Treas. of the Separate School Board inquiring this Board of the appointment of Rev. Bro. Justin to replace Bro. Jean-Lionel who has left Cornwall.

Payment of accounts numbered 190 to 207^{inc.} were approved on a motion by the Treasurer which was seconded by Bro. Patrick.

There was considerable discussion at this point on the possibility of getting approval of plans for building a new extension to the present library building.

Mr. J. D. Fry, Librarian then presented his report. An expenditure of about \$2950 for a total of 1606 accessioned in 1951 was considered ~~as~~ encouraging. Interest in good reading is reported as steadily increasing in Cornwall. An increase of 60 percent in children's reading this September over September 1950 is also very gratifying. Very limited facilities

for their distribution is discouraging
on the other hand. Mr. Fry stated
that the quality of the reading is
better than in former years. ~~He~~

Mr. Fry stated that on a
visit to Ottawa, which he hoped
to make soon, he planned on
seeing Mr. Mc'Curry, director of the
National Gallery of Canada.

He would thank him for exhibits
which he had loaned us and
speak of future exhibits.

It was moved by ^{Mr. Rudd and seconded by} Mr. Tessier
that our meetings be held at 5⁰⁰ pm.
The motion was carried.

Mr. Tessier moved that we
adjourn. Mr. Rudd seconded this
motion. Carried

A. Goodwell
Chairman

F. B. Macmillan
Secretary, Treas.

Nov. 19th, 1951

The regular monthly meeting of the Public Library Board was held in the Library on Monday, Nov. 19th, 1951 at 5 p.m.

Mr. A. Caldwell, Chairman, presided. Rev. Bro. Patrick, Treasr. Tisser, Zivert MacMillan and the Librarian Mr. Fry were also present.

The minutes of the last regular meeting were read and approved.

Correspondence was read from Miss Lillian Matthews expressing her appreciation of the cheque received from the Library Board and of Mr. Fry's kindness and consideration shown her while ^{assisting} on the staff.

A questionnaire on the subject of pensions was read and Mr. Fry was requested to answer this on motion of Mr. Tisser and Mr. Zivert.

Authority for payment of accounts No. 227 to 237 incl. was given on motion of Mr. MacMillan and Bro. Patrick.

Mr. Zivert commended Mr. Fry on his efforts in keeping established the "Book Corner" in the local press. All members of the Board concurred in this opinion.

Mr. Caldwell suggested that Mr. Fry bring in suggestions regarding salary adjustments for 1952 at the December meeting.

Mr. Fry then submitted his report which indicated the October circulation as being increased over Oct. 1950. Mr. Angus Morrat, Director of Public Library Service had made a brief visit to the Library

on Nov. 10th. Suitable art exhibits were
being procured from the National
Gallery for the Christmas season.

Mr. Peter Solway had made a ^{cash} donation
of \$50 to the Library in payment of a
book which had recently been acquired.

Mr. Zint moved adjournment.

This was seconded by Mr. Jessier - Carried.

Dec. 17/51 Secretary - Treasurer
F. D. MacMillan

Chairman
W. Caldwell

Dec. 17th, 1951

The regular monthly meeting of the Public Library Board was held on Monday, Dec. 17th, 1951 at 5 p.m. in the Public Library with the following: Mr. A. Caldwell, presiding.

Other board members present were Bro. Patrick, Bro. Justin, J. Zunit and H. MacMillan. Mr. J. W. Fry Librarian was also present.

The minutes of the last regular meeting were read and approved.

Bro. Patrick moved and Bro. Justin seconded a motion that accounts numbered 247 to 261 be approved for payment. The motion was carried.

Mr. Fry submitted his report which indicated a fair increase in the circulation of children's books. He reported on an exhibit of Old Masters suitable for Christmas which had been received from the National Gallery and had been up for about ten days.

It was reported by Mr. Fry that a cheque of \$250 had been received from the Township of Cornwall. This represented an increase of \$50 over the 1950 grant.

It was moved by Mr. Zunit and seconded by Bro. Patrick that the Library be closed at 12³⁰ p.m. on the day before Christmas as well as the day before New Year's. Carried.

After some discussion on salary increases it was moved by Bro. Justin

and recorded by Mr. Quirt that
commencing Jan. 1/52 the salaries
of Mr. Fry and Miss Phoebe
be as follows: Mr. J. H. Fry - \$300 per annum
Miss Phoebe Fry - \$40 per month, Miss A. A. A. A.
\$110 per month, Mrs. C. A. A. A. - \$4 per diem,
Mr. Geo. A. A. A. - \$4 per month, Mrs. C. A. A. A.
\$4 per diem. Also that Christmas
bonuses be paid as follows:
to Mr. Fry \$15, to Miss Phoebe \$10 and
to Miss A. A. A. A. \$5 each. This motion
carried.

The meeting then adjourned.

A. Calhoun
Chairman

J. H. A. A. A.
Sec. Treas.

Jan. 21st, 1952

The regular monthly meeting of the Public Library Board was held on the above mentioned date at 5⁰⁰ p.m. in the Library with Mr. A. Caldwell, Chairman, presiding. Other board members present were Mrs. Geo. Tomlinson, Brother Patrick, Brother Justin, Mr. J. Zunit and J. B. MacMillan.

The minutes of the last regular meeting were read and approved.

Correspondence was read from Miss Isabel Rags expressing her gratitude for an increase in salary which she had received from this Board.

Study was made of a proposed budget for 1952. ~~for~~ Considerable discussion followed but no action was taken.

The meeting adjourned on motion of J. Zunit and Bro. Justin.

A. Caldwell
Chairman

J. B. MacMillan
Secretary

Feb. 18th, 1952

The Annual Meeting of the Public Library Board was held on Monday, Feb. 18th, 1952 in the Cornwell Public Library at 5 p.m. Mr. A. Caldwell (Chairman) presided. Others present were Rev. C. Rudd, Bro. Patrick, Bro. Justin J. Zunt, J.B. MacMillan and the Librarian, Mr. J. D. Fry.

The minutes of the last annual meeting were read and adopted.

J.B. MacMillan, Treasurer, submitted a statement of Receipts and Expenditures for the year 1951 (See appended sheet) which was adopted on motion of the Treasurer seconded by Bro. Justin.

Rev. C. Rudd in his report as Chairman of the Property Committee made reference to the overcrowding, the close shelving and the need for a new extension. He stated that a minimum was spent on upkeep of an old building. He moved the adoption of his report. This was seconded by Bro. Patrick. The motion carried.

As there was no representative of the Book Committee present, there was no report.

Mr. Fry submitted a comprehensive report on the growth in the use of the Library and the number of new books purchased. He mentioned also exhibits of art which had been made from time to time. His report was adopted by Mr. on a motion made by Mr. Rudd and seconded by Bro. Justin.

Mr. Rudd expressed the appreciation of all members of the Board for the work done by Mr. Fry in improving the function of the Library in Cornwall.

At this time Mr. Caldwell vacated the Chair and Mr. Fry presided over the election of officers which was as follows:

Chairman - Mr. A. Caldwell on motion of
Rev. C. Rudd and Mr. Quint.
Sec. - Treas. - W. MacMillan on motion of
Mr. Quint and Bro. Patrick.
Property Committee - Mr. Rudd, Mr. Quint and Bro. Justin
on motion of Bro. Patrick and W. MacMillan.
Book Committee - Mr. Quint, Bro. Justin, Bro. Patrick
and Mrs. Tomlinson on motion of
Rev. C. Rudd and W. MacMillan.
Publicity - Mr. Caldwell and Mr. J. D. Fry on motion of
Mr. Rudd and Mr. Quint.

It was moved by Bro. Justin and seconded by Mr. Rudd that the usual remuneration be paid the Secretary Treasurer Carried.

Considerable discussion ensued on the subject of possibilities of securing new and additional quarters.

The meeting adjourned on motion of Bro. Justin and Mr. Quint.

A. Caldwell
Chairman

W. MacMillan
Sec. - Treas.

CORNWALL PUBLIC LIBRARY BOARD
STATEMENT OF RECEIPTS & EXPENDITURES
FOR 1951

January 1, 1951 - Balance on hand. \$237.45

RECEIPTS:

City of Cornwall Grant	11,426.69	
Fuel	573.31	
Audit	50.00	
Cornwall Township Grant	250.00	
Province of Ontario Grant	1,701.82	
Miscellaneous	8.05	
Non-resident Membership Fees	75.00	
Fines and cards	<u>424.50</u>	<u>\$14,509.37</u>
		<u>\$14,746.82</u>

EXPENDITURES:

Librarians' Salaries	6,998.75	
Incidentals	223.63	
Periodicals	212.55	
Binding	779.00	
Library Supplies & Stationery	427.52	
Postage, Freight & Express	181.67	
Furniture and Equipment	297.19	
Janitor's Wages	480.00	
Cleaning supplies & Equipment	61.09	
Building Repairs	211.46	
Telephone, Heat & Light	712.59	
Insurance	160.35	
New Buildings	100.00	
Books - Non fiction	1,650.78	
" - Fiction	1,113.85	
" - Juvenile	<u>1,062.70</u>	<u>\$14,673.13</u>

Bank Balance 73.69
\$14,746.82

Feb. 18th 1952

The regular monthly meeting of the Public Library Board was held in the Library on the above mentioned date at 5⁴⁵ p.m. with Mr. Caldwell, Chairman, presiding. Other Board members present were Mr. Ridd, Bro. Justin, Bro. Patrick, Mr. J. Zint, and F. W. Marshall. Mr. J. W. Fry, Librarian was also present.

The minutes of the last regular meeting were read and approved.

It was moved by Mr. Zint and seconded by Bro. Justin that City Council be submitted with a budget of our proposed expenditures for 1952 of \$12000. This motion was carried.

Payment of accounts No. 247 to 261 were approved on motion of Bro. Patrick, seconded by Bro. Justin - Carried.

Mr. Fry reported that Mr. Caldwell and Mrs. Abe Miller each had donated a book to the Library.

The meeting adjourned on motion of Mr. Zint and Bro. Justin.

W. Caldwell
Chairman

F. W. Marshall
Secretary-Treasurer

17 March 52

The regular monthly meeting of the Public Library Board was held in the Library on the above-mentioned date at 5:00 pm. with Mr Caldwell, chairman, presiding. Other Board members present were: Brother Patrick, Mr Squire, & Mr Rudd. Mr John Fry, Librarian was also present.

The minutes of the last regular meeting were read & approved.

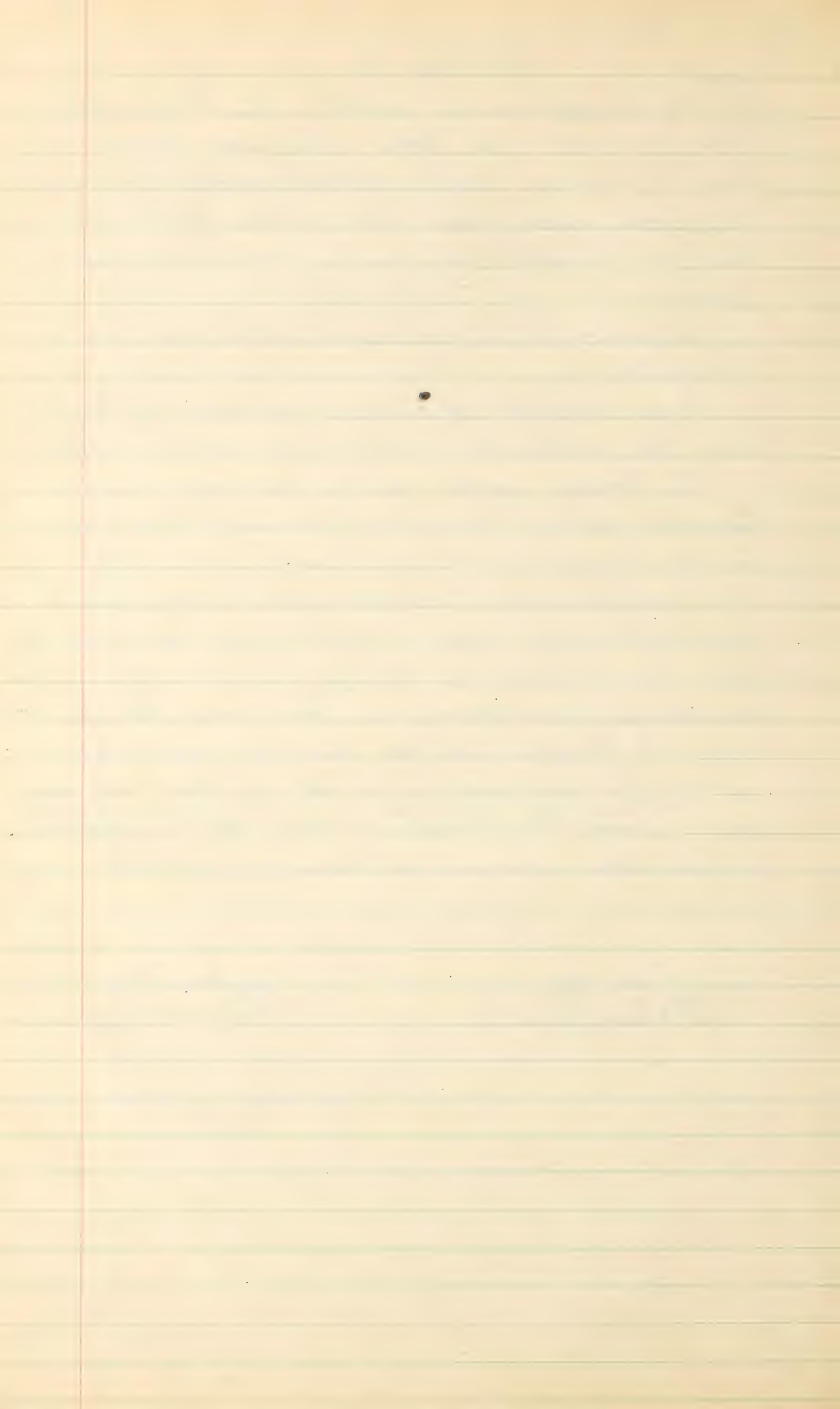
It was moved by Mr Rudd & seconded by Mr Squire that accounts nos. 31 to 47 incl. be paid. Carried.

The Librarian reported upon the new books accessioned; that more men in the industries were using the Library; that the circulation in February exceeded that of the same month last year (the children's books by about 30%); & that on Saturday 8 March a new all time record had been made when the number of books given out was 448. He had seen publishers representations with their spring lists, & had provided the Freeholder with some photographs of modern libraries. The usual report to the Dept. of Educ'n had been sent. Mr Rudd stated that he would like in the near future to inspect the building with the Librarian with a view to repair and redecoration.

The meeting adjourned on motion of Mr Rudd.

Chairman
Brother Patrick

Sec. Treas.
J. B. Macmillan



Went April 21/52

The regular monthly meeting of the Public Library Board was held on Monday April 21st at 5 p.m. in the Public Library. Mr. A. Caldwell, Chairman, presided. Other board members present were Rev. C. R. Rudd, Rev. Bros. Patrick and Justin, Mrs. Geo. Tomlinson, Mr. J. L. Lintond and M. Macmillan. Mr. Fry, Librarian, was also present.

The minutes of the last regular meeting were read and approved. Accounts numbered 59 to 69 incl. were approved for payment on a motion by M. Macmillan which was seconded by Bro. Justin and carried.

The Secretary agreed to notify City Hall that no replacement had been made as yet following the departure of Mr. J. M. Tessier.

Mr. Fry then submitted his report. A total of 591 books had been accessioned since Jan. 1st. Circulation for March totalled 5993 as against 5056 for last March. The increase in the circulation of non-fiction books continued to increase 714 against 568. In children's books the increase has been astonishing 3149 this March as against 2171 last March. An art exhibit by Mrs. Grace M. Lead Roberts was reported as being very well received. Reference was made to three very excellent press reports of conditions at the library and the need for additional space.

Considerable discussion then followed about our possibilities of getting action from City Council toward erection of a new building.

Adjournment was moved by Mr. Linn and seconded by Bro. J. J. Smith. Carried

W. B. Linn

J. H. MacCallan

Chairman

Secretary, Treasurer

May 19/82

The regular meeting of the Public Library Board was held in the Public Library on the above mentioned date at 5 p.m. with Mr. A. Caldwell, Chairman presiding. Other members present were Mrs. Justin, J. Ziert and S. B. Lucet-Miller.

The minutes of the last regular meeting were read and approved. A letter from Mr. A. Morison was read. As Inspector of Public Libraries he expressed commendation for the press articles on our crowded working conditions.

The Secretary was asked to submit ideas for a campaign towards the realization of our building aims. Considerable discussion was held on the "new building" and the Chairman agreed to contact Alderman Mack for a suggestion.

There being no further business the meeting then adjourned.

Chairman
A. Caldwell

Secretary
S. B. Lucet-Miller

June 16th, 1952

The regular monthly meeting of the Public Library Board was held on the above date in the Public Library with the Chairman Mr. A. Caldwell presiding. Other Board members present were Mr. J. Zwert, Rev. C. R. Ruess, Bro. Patrick, H. W. Garman and the Librarian, Mr. J. W. Fry.

The minutes of the last regular meeting were read and adopted.

The Chairman commented on his contact Alderman M. Marks on the subject of a new building.

He told of the suggestion made regarding the Gline property.

It was moved by Mr. Zwert and seconded by Mr. Ruess that the Chairman interview the owners of the Gline property. Carried.

It was moved by Mr. Ruess and seconded by Bro. Patrick that \$25 be donated to the ^{Library} Film Council which would be used towards the purchase of a film. Carried.

It was moved by Mr. Ruess and seconded by Bro. Patrick that Mr. Fry's holiday period be extended this year to begin on June 18th and that appreciation be expressed for his splendid efforts as a Librarian under adverse conditions so far as the building is concerned. Carried. It was ^{unanimously} moved by Mr. Ruess and seconded

by Mr. Ziert that Miss L. Atkinson
be paid her April salary as sick
leave. Carried.

Accounts numbered 88 to 107 incl.
were approved for payment on
motion of J. B. Macmillan and
Dr. Patrick.

It was moved by J. B. Macmillan
and seconded by Dr. Patrick that
Mr. Ziert be authorized as a
signing agent.

Mr. Fry submitted his
monthly report which indicated
an increase in circulation for
May 1902 of 848 books as compared
with May 1901.

There being no further business
the meeting adjourned.

A. Caldwell
Chairman

J. B. Macmillan
Secretary

Sept. 5th, 1952

The regular meeting of the Public Library Board was held on the above date at 5^{pm}. in the Library with Mr. A. Caldwell, Chairman, presiding. Other Board members present were Bro. Justin, Bro. Jerome, Mr. J. Zwert and J. B. MacMillan and Mr. John Fry, Librarian.

The minutes of the last regular meeting of June 16th were read and adopted. Correspondence was read from Rev. C. Kudd notifying the Board of his resignation. This was accepted on motion of Bro. Justin and Mr. Zwert. The Secretary was instructed to write Mr. Kudd a letter expressing our regret at his departure.

Mr. Caldwell reported that no action had been taken to date on efforts to ascertain the availability of the film paper as a library.

Accounts numbered 129 to 164 and Nos. 172 were approved for payment on motion of J. B. MacMillan and Bro. Justin. (Carried)

Mr. Fry then read his monthly report.

Announcement was made by the Treasurer of the payment of a Grant by the Dept. of Education of \$1741.67. This was an increase of \$40⁰⁰ over 1951.

The meeting then adjourned on motion of Bro. Justin and Mr. Zwert.

A. Caldwell
Chairman

J. B. MacMillan
Secretary

Oct. 20th, 1952

The regular meeting of the Public Library Board was held on the above date at 8⁰⁰ p.m. with the Chairman, Mr. A. Caldwell presiding.

Other Board members present were Mrs. Robinson, Ben. Brown, ^{Mr. Justice} Mr. D. A. Smith, Mr. M. J. Fitzpatrick, H. P. Macmillan, and Miss Isabel Rye was also present.

The minutes of the preceding meeting were read and adopted. Mr. Caldwell reported on a communication which he had with Miss E. Macmillan about the (line) property. No progress had been made as yet.

Mr. M. J. Fitzpatrick, a new member of the Board was welcomed by the Chairman.

The Secretary was instructed to send an expression of our regret over his illness to Mr. Fry and our hopes for a speedy recovery. Flowers were to be sent at his discretion. The Secretary agreed to notify the Public School Board of the vacancy existing since Mr. Quade's resignation.

There being no further business the meeting then adjourned.

A. Caldwell
Chairman

Ben. Brown
H. P. Macmillan

Nov. 17/52

The regular meeting of the Public Library Board was held on the above date at 5 p.m.

Mr. A. Caldwell, Chairman, presided.

Other Board members present were Bro. Justin, Bro. Jerome, M. J. Fitzpatrick and W. B. Macmillan.

The minutes of the last regular meeting were read and approved.

Correspondence was read from Mr. Fay, Librarian, in which he stated that he had not yet received from his library.

He stated also that he might ask for a leave of absence at a later date.

The meeting adjourned on motion of Bro. Justin and Bro. Jerome.

A. Caldwell
President

W. B. Macmillan
Secretary

Dec. 10th, 1952

The regular monthly meeting of the Public Library Board was held on the above date at 8 p.m. with the Chairman, Mr. A. Caldwell presiding. Board members present were Bro. Justin Perini, Mr. M. J. Fitzpatrick, Mr. J. J. Smith and Mr. E. H. Miller. ^{Two, 1952} ^{minutes} ^{read} ^{from} Correspondence was read ^{from} Mr. John D. Fry Librarian, in which he stated that he wished to resign.

After considerable discussion in which all members took part it was moved by Bro. Justin and seconded by Mr. Fitzpatrick that Mr. Fry be given leave of absence until Dec. 31, 1952 with salary and in the interim information from him be sought regarding the length of his illness and the probability of his return. The motion carried.

It was moved by Bro. Perini and seconded by Mr. Smith that Miss Edith Rogers be named acting librarian in the absence of Mr. Fry or until a successor be appointed and that her salary be increased to \$175 per month (as of Dec. 1st, 1952) on account of the increased responsibilities involved. Carried.

It was moved by Bro. Perini and seconded by Bro. Justin that the usual Christmas expense be paid the employees. Carried.

It was moved by F. B. Macmillan
and seconded by Mr. Zart that
accounts introduced 195 to 268 be
paid. Carried.

Dr. Justin moved adjournment
suggested by Mr. Zart. Carried.

A. Caldwell
Chairman

F. B. Macmillan
Sec. Treasurer

Jan. 19th, 1953

The regular monthly meeting of the Public Library Board was held on the above mentioned date at 5th p.m. in the Library.

Mr. A. Caldwell (Chairman) presided and other board members present were as follows: Mrs. Geo. H. Tompkins, Bro. Jerome Bar. Jucha, Mr. J. Fitzpatrick ^{Wm. J. Phillips}, J. J. Zwart and H. B. MacMillan.

The minutes of the Dec. 10th meeting were read and adopted.

The Chairman welcomed Dr. J. H. Phillips new representative ~~to~~ the Public Library Board.

Correspondence was read from Mr. J. H. Fry tendering his resignation from the Board in losing her cheque for \$100.00 from Mrs. Ross and Mrs. Miller expressing gratitude for Christmas expense.

After some discussion, it was moved by Mrs. Tompkins and seconded by Mr. Fitzpatrick that Mr. Fry's ~~letter~~ ^{resignation} be accepted with regret and that the Secretary write Mr. Fry expressing our appreciation of his fine service to the board. Carried.

It was moved by Mr. Zwart and seconded by Dr. Phillips that a letter be sent to Mr. Angus Symat, Director of Public Library Service to secure information regarding the availability of a successor for Mr. Fry also the

salary schedule we should adopt if any. Carried.

The following increases in salary and wages ^{Jan 1893} were authorized on motion of Bro. Justin, seconded by Mrs. Tomlinson and carried:

Mrs. M. Mahon \$20 from \$10

Mrs. Robinson \$45 per day from \$4⁰⁰

Geo. Lynch and Miller - 70 per hour from 60

It was then moved by Mr. Hewitt and seconded by Bro. Justin that the Annual Meeting be held on Feb. 10th at 5 p.m. Carried.

It was moved by H. Macmillan and seconded by Bro. Jerome that a grant of \$25 be made to the Literary Council du Film de Geneve. Carried.

The meeting was then adjourned on a motion by Bro. Justin seconded by Mrs. Tomlinson and carried.

A. Caldwell
Chairman

H. Macmillan
Secretary

Feb. 9th, 1953

A special meeting of the Public Library Board was held on the above-mentioned date at 5 p.m. in the Library. Mr. G. Coldwell, Chairman presided. Board members present were as follows: Mrs. G. Touchman, Mrs. Jerome, J. J. Quirt, M. J. Fitzpatrick and F. B. MacMillan. Dr. J. A. Phillips.

The purpose of the meeting was to meet with an applicant for the position of Librarian. Miss ^{Elizabeth} Demar a graduate of Queen's University and of the Ont. Library School at Toronto University (Grade 13 Certificate) was present to discuss the possibilities of her acceptance of this position. After a period of discussion and after a letter had been read from Mr. Angus Macnab in which he recommended Miss Demar as a competent librarian it was agreed by all present that Miss Demar be offered engagement as Librarian at salary of \$3500. Miss Demar agreed to consider this offer and promised to reply by Feb. 15th.

On motion of Mr. Quirt, seconded by Mrs. Touchman, Miss Demar's expenses incurred in her trip to Cornwall were paid. (\$25.-) Carried.

The meeting then adjourned.

G. Coldwell
Chairman

F. B. MacMillan
Secretary

Cornwall Public Library

PUBLIC LIBRARY BUILDING

(Erected by Andrew Carnegie)

44 SECOND ST. EAST

Corner of Second and Sydney Streets

Cornwall, Ont., February 23, 1953.

ANNUAL REPORT - 1952

Financial Statement

Receipts

Balance from report of 1951	\$ 73.69
From Municipality, 1952	^{12014.30} 11878.14
Regular Legislative grant, 1952	1741.67
Membership fees	90.00
Fines, reserves, lost and damaged books	385.75

*Full Dec 31/52
Audit fee 1952*

Total Receipts

\$14,169.25

14,305.41

Disbursements

Adult Classed Books	\$ 1576.21
Boys' and Girls' Books	821.15
Adult Fiction Books	906.66
Periodicals & Newspapers	515.90
Bookbinding	308.30
New Equipment, Furn.	23.21
Repairs to bldg. & furniture	151.29
Insurance	1.70
Light, heat & water	384.30
Library cards and stationery	^{445.46} 474.38
Cartage express, etc.	113.83
Salaries { Librarian	3300.00
or { Assistants	4608.00
Wages { Janitor	535.87
Other Exp. as follows:	
Telephone	90.90
Printing	25.57
Cleaning Supp. & equipment	67.10
Incidentals	^{279.79} 204.79

Cash on hand, Dec.31/52 60.09

Total Disbursements... \$14,169.25

14,305.41

W.B.M.

Feb. 23/1953

The Annual Meeting of the Public Library Board was held on the above-mentioned date at 5 p.m. in the Library. Mr. A. Caldwell (Chairman, presided. Board members present were as follows: Mrs. Justin, Bro. Jerome J. J. Lurt, Mrs. Geo. A. Tomlinson, Dr. J. A. Phillips and W. B. Macmillan.

The minutes of the Annual Meeting Feb. 1952 were read and adopted.

The Treasurer, W. B. Macmillan, presented the financial statement of receipts and expenditures for 1952 which was adopted on motion of W. B. Macmillan and Bro. Justin and carried. (see appended report)

There was no extensive alteration during the year and as a result no report from the property committee.

It was reported that the activities of the Book and Publicity Committees were handled by the officials of the Library staff.

The Secretary was requested to write the Clerk of the Township of Cornwall concerning the lack of grant for 1952 - also to point out that an increase over £50 for the preceding year would be in keeping with increasing costs of operation.

There being no further reports of 1952 activities, Mr. A. Caldwell vacated the Chair and elections were held which resulted in the following slate of officers and

Committee for 1953 -

Chairman. A. Caldwell - J. J. Zint and Mrs. Tomlinson

Sec. - Treas. - H. B. MacMillan - Mrs. Tomlinson and Bro. Jerome

Property Committee - Dr. J. A. Phillips - J. J. Zint, M. J. Fitzpatrick
and Bro. Justin by H. B. MacMillan and Mrs. Tomlinson

Book Committee - Mrs. Tomlinson, Bro. Jerome, Bro. Justin, J. J. Zint
by Dr. Phillips and H. B. MacMillan

Publicity Committee - Mr. Caldwell, M. J. Fitzpatrick and Librarian
by J. J. Zint and Bro. Justin.

It was moved by Mr. Zint and
seconded by Mrs. Tomlinson that the
Sec. - Treas. be paid an honorarium of \$5.00
at 8:30 p.m.

The meeting then adjourned on
motion of Bro. Justin and H. B. MacMillan.

H. B. MacMillan Sec. - Treas.

Feb. 23rd 8:30 p.m. - 1953

The regular monthly meeting of
the Public Library Board was held
on the above date with Mr. Caldwell
Chairman presiding.

Members present were Bro. Jerome
and Justin, M. J. Fitzpatrick, Mrs. Tomlinson
Dr. J. A. Phillips and H. B. MacMillan

The minutes of the last regular
and subsequent emergency meeting
were read and adopted on motion
of Bro. Jerome and Mrs. Tomlinson
Carried.

Correspondence was read from
Miss Ethel Dewar accepting position
as Librarian. Mrs. Madeline Hermin.
Sec. Treas. - Council Education du Film
wrote acknowledging receipt of 25
from the Library Board and
thanking the Board for its generosity.
It was moved by H. B. MacMillan

and seconded by Dr. Phillips that accounts No. 12 to 39 be approved for payment. Carried.

Dr. J. A. Phillips offered to interview Mr. A. Mowat, Director of Library Service in the near future on the subject of his coming to Cornwall to talk about a new building. This was agreed to. Dr. Justin moved adjournment.

W. Calamwell
Chairman

Secretary
H. Macdonald

Thurs. Mar. 5/53

A special meeting was held at 7 p. m. to hear Mr. Angus Mowat, Director of Public Library Service on the subject of a new library.

Mr. Mowat offered to come to Cornwall to discuss this subject with any interested body such as Service Clubs and Home & School Groups. A suggested budget was submitted. He pointed out that a suitable architect should be sought.

Mar. 16th, 1953

A regular meeting of the Public Library Board was held on the above date at 5 p.m. in the Public Library with the Chairman, Mr. A. Caldwell Presiding. Other members present were Bro. Justin, Bro. Jerome, Dr. J. H. Phillips, J. J. Zwert and J. B. Macmillan.

The minutes of the Feb. 2nd meeting were read and approved.

Mr. Caldwell reported that Mr. Mowatt could visit the Home Club on April 27th, May 4th or 11th with perhaps a Home School Meeting in the evening if that were satisfactory to Mr. Mowatt.

The secretary was instructed to write Mr. Mowatt to see if that date were suitable for his Cornwall visit.

Accounts numbered 49 to 68 were approved for payment on motion of J. B. Macmillan and Bro. Justin.

It was then moved by Bro. Justin and seconded by Bro. Jerome that Dr. Phillips, Messrs. Fitzpatrick, Zwert and Macmillan be a committee to organize a meeting for April 27th with Mr. Mowatt in attendance. Carried.

Bro. Justin moved that the meeting adjourn - seconded by J. B. Macmillan.

A. Caldwell
Chairman

J. B. Macmillan
Secretary

April 20/53

Regular meeting of the Public Library Bd. was held on the above date with the following present:
Mrs. Tomlinson, Dr. A. Phillips,
Bro. Jerome, J. Zwart and H. Macmillan.
The minutes of the last regular meeting on Mar 16th were read and approved.

Several accounts⁹⁷⁻¹¹³ were approved on motion of Bro. Jerome and Mrs. Tomlinson.

There was considerable discussion on the meeting planned for May 11th in the Magistrate's Court to which the public would be invited.

It was arranged that a committee of Mr. Caldwell, J. Zwart, Dr. Phillips and H. Macmillan visit City Council on April 24th to invite the co-operation of a committee from City Council on the subject of our need for expansion.

It was also decided to send letters to interested citizens to attend to hear Mr. Angus Morcott, Director of Library Services who was to be present.

The meeting adjourned on motion of Bro. Zwart and H. Macmillan.

A. Caldwell
Chairman

H. Macmillan
Secretary

May 14/53

A meeting was held on May 14/53 at 12⁴⁵. This was ^{minutes were read.} declared a regular meeting of the Board. Present besides the Chairman, A. Caldwell, were Bro Jerome Bre Justin, Wm. Tomlinson, J. B. MacMillan, M. J. Fitzpatrick (Deut) and ^{Thos & Dora} ~~the following~~ arose regarding the proposed purchase of a Bookmobile available from a Toronto gentleman at a reduced price.

No action was taken on this matter pending the results of our efforts to win a commitment from City Council about our expansion problem.

It was decided to send Miss Regan to a convention of the O.R.A. at Hamilton with expenses paid on motion of J. B. MacMillan and M. J. Fitzpatrick.

Adjournment was moved by Bro Justin, seconded by Wm. Tomlinson

A. Caldwell
Chairman

J. B. MacMillan
Secretary

June 13th 1963

A regular meeting of the Public Library Board was held on June 13th 1963 in the Library. The Chairman Mr. [unclear] presided. Other members present were Mrs. G. H. Tomlinson, Bro. Jerome Bro. Justin and H. Macmillan. Miss Ethel Dumas, Librarian was also present.

The minutes of the last regular meeting held on May 14th were read and adopted.

The Chairman reported on progress made by a committee in search of information of an available site for a new library building. Properties reported on were as follows: Cline Estate Second and Amelia Sts. Dutlinger Second and Sydney, Hermiton, Sydney St and Michael Second St. E.

Correspondence from Lingwood Mortenson Architect, Kingston Ont, and from Albert Edward Lane Architect, Toronto were filed.

Several accounts were approved for payment on motion of Bro. Jerome and H. Macmillan.

Miss Dumas submitted her report as Librarian for the preceding month. It was moved by Bro. Jerome and seconded by Mrs. Tomlinson that Miss Phyllis Taylor of Galt Ont. be offered employment by this Board as an assistant Librarian with special emphasis on the Boys' and Girls' Department. The salary offered was \$2740 per annum. The motion carried.

The Secretary was instructed to write Mr. Angus Mcnair, Director of

Public Library Service ^{in Ontario} expressing
our ~~thankful~~ appreciation of
the recent grant ^{of \$100.00} which had been
received.

Bro Justin moved and
Mrs Tomlinson seconded ~~the~~ a
motion granting Miss Sewar
permission to attend a "Course on
Libra Council work" to be held
in Kingston, Ont. July 24th to 28th (amid.

Bro Jerome moved and Bro
Justin seconded a motion
authorizing purchase of a set of
"Mittet Letters." Carried.

Bro Justin moved adjournment.
This was seconded by Terry Tomlinson.
Carried

W. J. Caldwell
Chairman

H. B. Macmillan
Secretary

CORNWALL PUBLIC LIBRARY
CORNWALL • ONTARIO

BOX 1119

Sept. 21/53 Regular meeting of Library Board.

Present: Messrs. Caldwell, Quirt, Phillips, Fitzpatrick, Mrs. Tomlinson, Brother Justin, Brother John.
Miss Mack, Messrs. Eaton and LeGault of City Council.
E. Dewar, librarian.

Mr. Caldwell reported on various properties. Nichol and Hermiston properties not for sale; Snetsinger possibly for sale at \$50,000; MacLennan property ~~available~~ available at \$60,000.

After some discussion, Dr. Phillips moved that Mr. Caldwell and Mr. LeGault be asked to proceed with getting option or purchase price from Miss MacLennan in order to get a definite report to present to City Council. Seconded, Bro. Justin. Carried.

Council members left.

Minutes of last meeting were read and approved on motion of Bro. Justin and Mrs. Tomlinson.

Miss Taylor's letter of acceptance of position of Children's Librarian read.

Accounts passed for payment on motion of Quirt and Bro. John.

Librarian presented financial statement and was authorized to spend up to \$2000. on books this fall.

A request from Mrs. Atkinson of Library Staff to purchase shutters stored in basement was referred to the property committee on motion of Mrs. Tomlinson and Mr. Quirt. Carried.

(Property committee met in basement after meeting and on motion of Bro. Justin and Mr. Quirt, it was decided to let Mrs. A. have the shutters for the nominal sum of ~~\$100~~ 1.00)

Librarian presented a report of library activities for last three months. Dr. Phillips moved interim financial report and librarian's report be accepted as read.

Bro. Justin moved adjournment.

A. Caldwell
Chairman

J. B. MacLennan
Secretary

Oct. 8th /53

A special meeting of the Public Library Board was held on the above date at 5 p.m. in the Public Library. Mr. A. Caldwell, Chairman presided. Present were, Bro. Justin, Dr. Phillips, Mr. Fitzpatrick, J. Quirt, Miss Wemar, Librarian, and J. B. Macmillan, representing City Council and present also were Alderman M. Mack and H. H. Eaton.

The Chairman reported that he had some information regarding the possibilities of the Cline property as a suitable location for a library. In an interview with Miss Ella Macmillan, he and Ald. E. Legault had found out that the property could be purchased for library purposes at a price of \$60,000. The house could be used. The lot was 176 ft. wide on Second St. and 214 ft. deep.

After considerable discussion about this proposition and about a visit by all members of the Board to the property it was moved by Mr. Quirt that a committee composed of the Chairman, Miss Wemar, Mr. Mack, Dr. Phillips, Mr. Charles Adams, Alderman E. Legault and other members visit this property and bring concrete suggestions suitable for presentation to City Council. This motion was seconded by Bro. Justin and carried.

Bro. Justin moved adjournment.
A. Caldwell
Chairman
J. B. Macmillan
Secretary

Oct. 15/53

The following members of the Library Board and City Council visited the fine property on the above date:

Mrs. A. Caldwell Dr. J. A. Phillips, Mrs. G. H. Tomlinson, Bro. Justin, Bro. John, J. Zarr, M. J. Fitzpatrick, T. B. Macmillan, Ald. W. H. Eaton and Ald. E. Legault. Also present were Miss E. Dewar, Librarian, Mr. Angus Macdonald, Director of Public Libraries for Ont., Mr. Charles ^{W. H.} ~~W. H.~~ City Superintendent and Mr. Geo. Bergeron.

A thorough examination was made of the building and lot and a report was being prepared for presentation to the Library Board and to the City Council.

Chairman

T. B. Macmillan
Secretary

Oct. 26th, 1953

The regular monthly meeting of the Public Library Board ~~took~~ was held on the above date in the Public Library at 5 p.m. Mr. Caldwell, Chairman, presided. Other Board members present were as follows: Mrs. Geo. F. Somerville, Mrs. Justin, Bro. John, J. Quirt, Mr. M. J. Fitzpatrick, and H.B. Macmillan. Miss E. Denary, Librarian, was also present.

The minutes of the last regular and subsequent meetings of the Board were read and adopted.

Mr. Caldwell gave a report of Mr. Chas. Adams views on the amount of outlay necessary to improve the lighting, heating and other renovations necessary to fit the Clive Property as a suitable building for a Library. He stated that, for the time being, an expenditure of \$20,000 would be necessary.

After considerable further discussion on the cost and the amount of grant available from the government viz. 25% it was moved by Mr. M. J. Fitzpatrick, that this Board recommend ^{to City Council, Cornwall} the purchase of the property known as the Clive Estate property at Second and Amelia Streets, for the purpose of a Public Library at a cost of \$6000 and that for purposes of an Ontario provincial grant this property be decided to the Public Library Board. Mr. Quirt seconded this motion which was carried unanimously.

It was then agreed that the Public Library Board make representation to City Council tomorrow at their next meeting on the above motion.

Several accounts were approved for payment on the motion by J.B. Macmillan which was seconded by Bro. Juster and carried.

It was moved by Bro Juster and seconded by Mrs. Tomlinson that Mrs. Demar visit Montreal at the Board's expense to buy library books for the French section. Carried.

Bro Juster then moved adjournment.

W. Caldwere
Chairman

J.B. Macmillan
Secretary

Nov. 9th, 1953

Members of the Public Library Board visited the City Council on the above date at 8³⁰ pm. for the purpose of presenting a request for the purchase of the Chine Estate for use as a library. Present were A. Caldwell & John A. Phillips, J. J. Ziegt, Mrs G. H. Tomlinson, Bro John, Mr. J. Fitzpatrick ~~and~~ R. Macmillan. Miss Ethel Denver, Librarian, was also present along with Mr Angus Mowat Director of Public Library Services for Ontario.

Mr. Caldwell, Chairman, addressed Council at some length outlining the steps which had been taken ~~towards the~~ in the search for a suitable property. Dr. Phillips, ~~and~~ Mr. Mowat ^{and Mr R. Adams} also spoke on the desirability of acquiring the Chine Est. property.

City Council then adopted a motion authorizing the Public Library Board to take a three month's option to purchase this property.

A. Caldwell
Chairman

J. B. Macmillan,
Secretary.

Nov. 16/53

The regular monthly meeting of the Public Library Board was held on the above date at 5 p.m.

Members present were A. Caldwell, Chairman, Geo. Justin, J. Quirt, M. J. Fitzpatrick and J. B. Macmillan. Miss Ethel Demar, Librarian, was also present.

Minutes of the last regular meeting were read and approved.

Mr. Fitzpatrick reported that an option had been taken on the line property, Second and Amelia Sts. in the name of the Public Library Board. A signed copy of this option was left with the Secretary-Treasurer.

Miss Demar reported that a list of periodicals for next year was being made ready.

Several accounts were approved for payment on motion of J. B. Macmillan and Geo. Justin. Carried.

Geo. Justin then moved adjournment.

A. Caldwell
Chairman

J. B. Macmillan
Secretary

Dec. 21st, 1903

The regular monthly meeting of the Public Library Board was held on the above date at 5 p.m. in the Library with Mr. A. Caldwell, Chairman, presiding. Other Board members present were as follows. Bro. Justin, Mrs. Geo. H. Tomlinson, Dr. J. A. Phillips, Mr. J. Fitzpatrick and F. B. MacMillan. Miss Dewar Librarian, was also present.

The minutes of the last regular meeting were read and adopted.

The Chairman reported that, in a conversation between him ^{self} and ^{Dr. Phillips} the Mayor it was felt ^{by the Mayor} that offering this building for sale by tender would be a means of determining what amount of money it would bring. The Ontario Municipal Board would find it necessary to approve a debenture issue for the purchase of other property.

It was moved by Bro Justin and seconded by Mrs. Tomlinson that the Chairman, Dr. Phillips and Mr. J. Fitzpatrick be appointed as a committee to arrange an advertisement to be inserted in ^{the} local, Ottawa, Montreal and Toronto press. This advertisement would describe the property and announce that lowest or any tender would not necessarily be accepted (by Jan 15th Carried).

Payment of book accounts amounting to \$45.00 was authorized on motion of F. B. MacMillan and

Bro Justin. Carried.

Bro Justin suggested that there be a member of the staff on duty after school hours each day who could speak French.

Bro. Justin moved adjournment. This was seconded by Bro. J. L. Carver.

A. Caldwell
President.

J. P. Quaslian
Secretary

Nov. 18, 1954

The regular monthly meeting of the Public Library Board was held on the above mentioned date at 5 p.m. with Mr. A. Caldwell, (Chairman, presiding. Other persons were Mrs. Geo. H. Tomlinson, Bro. John Bro. Justin, J. J. Lort, ^{Mr. J. Fitzpatrick} J. B. MacMillan, ^{Mr. A. Phillips} and Miss E. Dewar, Librarian.

The minutes of the last regular meeting were read and adopted. As there were no replies to an advertisement for tender placed in local, Ottawa, Montreal and Toronto papers it was suggested by Mr. J. A. Phillips that one more insertion be put in the Standard-Tribune and that time for reply be extended to Jan. 25th. This was moved by Bro. Justin and seconded by Mrs. Tomlinson. The motion carried.

A copy of a memorandum to the Deputy Minister of Education by Mr. Angus Macnab re the Cornwall Public Library was read.

It was moved by Mr. Lort and seconded by Mrs. Tomlinson that the Clerk of Cornwall Township be written a letter pointing out once again that there had been no grant for 1952 or 1953 and that due to the increased costs of books and administration if no grant were forthcoming this Board would consider our

our position in the light of our
ability to continue this service.
Miss Remar offered to attend ^{critic}
the meeting.

Several accounts were approved
for payment on motion of Bro John
and W.B. Macmillan.

A pension scheme for library
employees was referred to the
next meeting.

Bro Justice moved adjournment.

A. Cuedwell

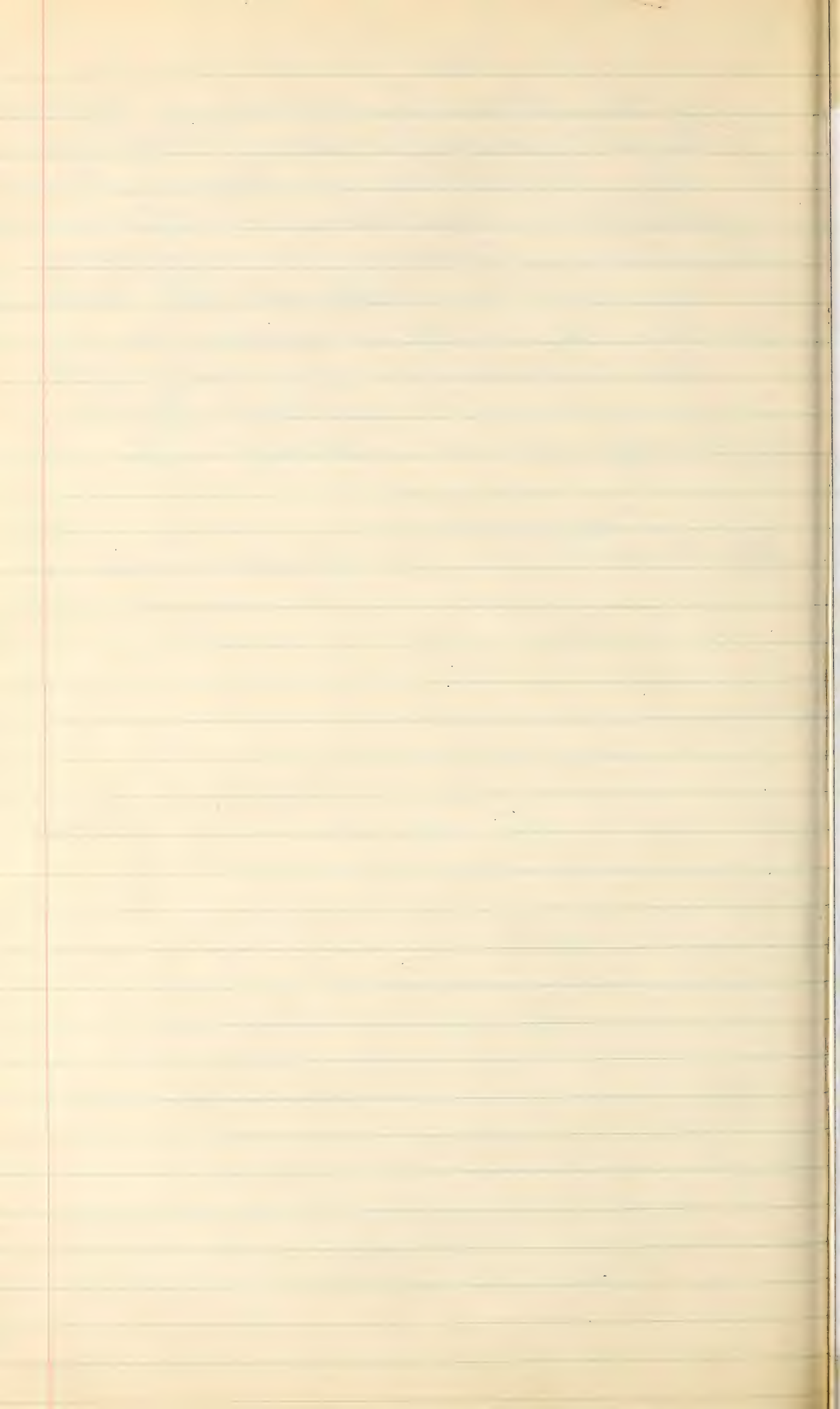
Chairman

W.B. Macmillan

Sec-Treas.

Feb. 5th, 1954

A delegation comprising A. Caldwell,
Dr. J. A. Phillips, Bro. John, H. B. Macmillan
M. J. Fitzpatrick and Miss Warner
attended a meeting of City Council
where a decision was made to
exercise the option on the Cline Property.



Feb. 10th, 1954

At a special meeting held in the Library on the above date the attached motion was adopted by the Board. Present were the Chairman A. Caldwell, Mr. J. J. Daint, Dr. J. A. Phillips, Mr. J. Fitzpatrick and J. B. MacMillan.

It was understood that this action is subject to approval by the Ontario Municipal Board

A. Caldwell

Chairman

J. B. MacMillan

Secretary

Cornwall, Ontario, February 10th,
1954

MOVED BY

Mr. J. Fitzpatrick

SECONDED BY

J. J. Daint

that pursuant to the authority and direction given to this Board by the City Council at its meeting of February 8th, 1954, this Board exercises an option granted to it on the 14th of November, 1953, by Miss Ella MacLennan and Mrs. Grace Searth, for the purchase of their property in the City of Cornwall, in the County of Stormont, being composed of all of lot Number 9 on the south side of Second Street, in the City of Cornwall, save and except the southerly 50 feet of the said lot., for the purchase price of \$60,000.00, for the purpose of a new Public Library, subject to the approval of the Ontario Municipal Board

Feb. 5th, 1954

The Annual Meeting of the Public Library Board was held in the Library at 5⁰⁰ pm on the above mentioned date.

The Chairman, Mr. A. Caldwell presided. Other Board members present were as follows —
Mrs. Geo. A. Tomlinson, J. J. Quirt
M. J. Fitzpatrick, W. J. A. Phillips, ^{Bro. John}
H. Blair Millan. Miss E. Wernar, Librarian,
was also present.

The minutes of the last annual meeting were read and adopted.

The Treasurer's report was presented and adopted on motion of H. Blair Millan and Bro. John. See appended report.

The acceptance of the option on the Clive property was the main item of report by the property committee.

The Librarian Miss Wernar presented a very comprehensive report on the work of the Librarian also on Miss Taylor's work. See appendix. It was moved by Mr. Quirt and seconded by

Mrs. Tomlinson that this report be adopted and that ^{Miss Wernar} and her assistants be thanked sincerely.
Carried.

At this point Mr. Caldwell vacated the chair for the election of officers for 1954. Miss Wernar presided.

It was moved by Mrs. Tomlinson

and seconded by Mr. Zittel that
the present slate of officers for 1953
be reelected for 1954. The motion
carried.

The meeting then adjourned.

Secretary
H. B. Macmillan

Chairman
G. C. Caldwell

new Bldg.
Books
Audit fee
Balance

10.00
4314.56
75.00
63.49
\$15,902.84

H. B. Macmillan
Secretary-Treasurer

7

and seconded by Mr. Zimet that
the present slate of officers for 1953
be re-elected for 1954. The motion.

CORNWALL PUBLIC LIBRARY

STATEMENT OF RECEIPTS AND EXPENDITURES, 1953

Balance - Jan. 1/53	60.09	Librarians' Salaries	8051.42
City of Cornwall	11947.67	Misc.	294.33
Prov. of Ontario	3011.86	Periodicals	555.46
Misc.	12.89	Binding	546.21
Membership fees	135.00	Lib. Supplies & Stationery	452.33
Fines	358.00	Postage, Express, Freight	107.69
City of Cornwall (fuel)	302.33	Printing	72.40
Audit fee	75.00	Furniture & Equipment	153.11
		Janitor's, Mechanic's Wages	557.50
		Cleaning Supplies & Equipment	28.03
		Bldg. Repairs & Minor Alter's.	99.27
		Water, Heat, Light	472.07
		Insurance	49.97
		New Bldg.	10.00
		Books	4314.86
		Audit fee	75.00
		Balance	63.49
	<u>\$15,902.84</u>		<u>\$15,902.84</u>

W. B. Morrison
Secretary-Treasurer

2750
1200
2100
9500

7

Feb. 15/52

The regular monthly meeting of the Public Library Board was held in the Library at 5³⁰ pm. Mr. A. Caldwell, Chairman, presided. Other members present were, Messrs. G. H. Tomlinson, Bro. John, Dr. J. A. Phillips, J. J. Quirt & J. J. Patterson. Miss Demar, Librarian, was also present.

The minutes of the last regular meeting were read and adopted.

Miss Demar reported that as a result her representation to Cornwall Township Council, a grant of 250 had been made.

Several accounts were approved for payment on motion of J. B. Macmillan and Bro. John.

No action was taken on a written tender of \$25000 for the library property from Laramie Wholesale Co.

Dr. J. A. Phillips moved adjournment.

Secretary

J. B. Macmillan

Chairman

A. Caldwell

March 22nd, 1954

The regular monthly meeting of the Public Library Board was held on the above date with the Chairman, Mr. A. Caldwell presiding. Other board members present were Bro. Justin, Mr. J. J. Zwert and W. B. MacMillan. Miss Demar, Librarian was also present.

The minutes of the last regular meeting were read and approved. Several accounts, numbered 50 to 84 inclusive, were approved for payment on motion of Bro. Justin and Mr. Zwert.

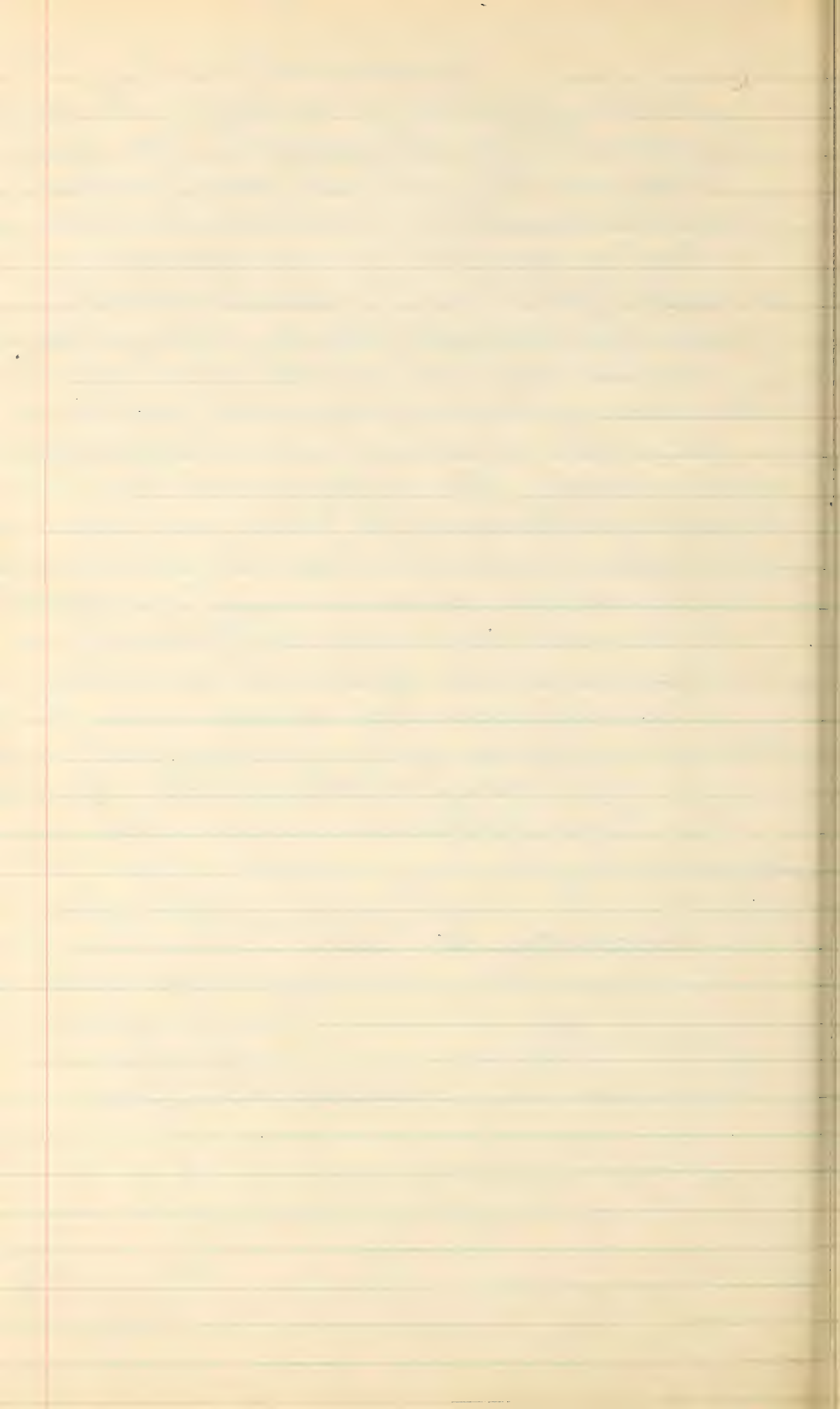
Miss Demar then presented her report on membership, circulation, etc.

It was moved by W. B. MacMillan and seconded by Bro. Justin that Mrs. Atkinson be engaged on the staff at a salary of \$20 per month instead of an hourly or daily rate. Carried.

Bro. Justin moved adjournment.

A. Caldwell
Chairman

W. B. MacMillan
Secretary



April 26, 1954

The regular monthly meeting of the Public Library Board was held on the above mentioned date at 5 p.m. with the Chairman, Wm. Caldwell presiding. Other members of the Board present were Mrs. Tomlinson, Bro. John Bazziston, Dr. J. A. Phillips, J. J. Desjardins and H. B. MacMillan. Miss C. Newar, Librarian, was also present.

The minutes of the last regular meeting were read and adopted.

There was no correspondence.

The Librarian submitted a report on circulation which was adopted on a motion by Bro. Justin which was seconded by Bro. John and carried.

Accounts numbered 86 to 119 were approved for payment on motion of H. B. MacMillan and Bro. Justin. The motion carried.

Arrangements were made for representation to the Ontario Municipal Board meeting, April 29th.

Bro. Justin moved adjournment.

H. B. MacMillan
Secretary-Treasurer.

W. Caldwell
Chairman

May 17, 1954

The regular monthly meeting of the Public Library Board was held on the above date at 5 p.m.

Mr. A. Caldwell, Chairman, presided. Other Board members present were Mr. J. Fitzpatrick, B. O. Foster, J. J. Ziert, Dr. J. A. Phillips and J. B. MacMillan. Miss E. D. Jones, Librarian was also present.

Correspondence was read from Mr. C. O. Bryan of the local Bryan News Agency expressing the hope that an opportunity be given him to bid on periodicals required for the library. It was agreed that in the future a list of required periodicals be sent to local agencies for quotation purposes.

The Librarian stated that it would be desirable for the purpose of taking inventory to have the library closed for a period of one week. This was agreed to by the board.

Mr. Fitzpatrick reported that Mr. Geo. A. Stiles wanted information regarding the time of completing the business of the transaction of the Cline property. Mr. Caldwell agreed to find out what information he could get from Miss MacMillan along the deal.

It was moved by Dr. Phillips and seconded by Mr. Ziert that Mr. Adams be approached by

a committee composed of the Chairman Miss Demar and Dr Phillips about the necessity of an architect in connection with renovations. Carried.

It was agreed that personal letters should be sent to the Standard-Freeholder and to Radio Station C K S F. thanking them for their support in the campaign to secure a new library site.

Miss Demar reported that books stored at Central Public School had been sorted out.

It was moved by Dr Phillips and seconded by Bro Justin that Miss Demar and Miss Taylor be delegates to the Ont. Lib. Assoc. to be held in London, Ont. in June. Carried.

Miss Demar reported on latest circulation figures.

Accounts numbered 126 to 135 were approved for payment on motion of F. B. MacMillan and seconded by Bro. Justin.

Bro Justin moved adjournment.

F. B. MacMillan
Secretary

A. G. Gledhill
Chairman

June 21st, 1954

The regular meeting of the Public Library Board was held on the above date at 5 p.m. Mr. A. Caldwell, Chairman, presided. Other Board members present were Mrs. Geo. A. Tomlinson, Bro. Justin^{2nd} and F.B. Macmillan. Miss Dewar, Librarian was also present.

The minutes of the May 17th meeting were read and adopted.

It was moved by Mrs. Tomlinson and seconded by Bro. Justin that Miss Dewar and the Secretary be a committee to make arrangements regarding unemployment insurance carried.

Miss Dewar made a report on her visit to the Library Association Meeting at ^{London} Harewood. This was very interesting. She also reported on visits made to the St. Catharines and Burlington Libraries which had been renovated recently. The Library at Leaside was a new building.

It was agreed that this Library should be closed during the week of July 5th to 10th for the purpose of taking inventory.

Circulation figures showed an increase of 7000 in the past five months.

Books accounts numbered 144 to 168 were approved for payment on motion of F.B. Macmillan and Bro. Justin.

It was moved by S.P. Macmillan
and seconded by Bro. Justin that
Miss Wrenn's expense ^{of transportation} be paid. Carried.

It was agreed that the matter
of a salary revision for Miss Wrenn
be dealt with at a special meeting
to be held on Thursday June 24th at 5 pm.

There being no further business,
the meeting adjourned on motion
of Bro. Justin.

S.P. Macmillan
Secretary

A. Caldwell
(Chairman)

June 24th, 1954

A special meeting of the Library
Board was held on the above date.

Mr. Caldwell, (Chairman) presided.
Members present were **Dr. J. A. Phillips**
Mrs. Tomlinson, Bro. John, Bro. Justin,
and J. Durr and S.P. Macmillan.

It was moved by J. Durr and
seconded by Mrs. Tomlinson that
Miss Wrenn's salary schedule
effective July 1, 1954 be \$4000 to \$4500
with a \$100 annual increment,
and that Miss Taylor's salary
schedule be \$3000 to \$3600 effective
July 1, 1954 with an annual
increment of \$100. Carried.

It was moved by Bro. John and
seconded by Bro. Justin that the
closing hour for the library be 6⁰⁰ pm.
on Saturday ^{during summer} Carried.
S.P. Macmillan Secretary A. Caldwell

Oct. 25th, 1954

The regular meeting of the Public Library Board was held on the above date at 8 p.m. in the Public Library. Mr. H. Caldwell, (Chairman), presided. Those present were: Bro. John, Mr. Tomlinson, Mr. J. H. Smith, Mr. J. H. Phillips, Mr. L. L. Harrison and Miss E. Demark. Mr. R. C. Adams, City Superintendent, was also present.

The minutes of the unregular meeting were read and adopted.

Discussion arose over our dealings with the National Employment Service concerning particularly Miss Isobel Roy and Mrs. Robinson. It was moved by Mrs. Tomlinson and seconded by Bro. John that both Miss Roy and Mrs. Robinson be ~~considered as permanent employees~~ and that they be included in the unemployment insurance. Carried.

The Chairman, Mr. Caldwell, reported that Miss Threlkover would be able to vacate her premises by the end of November.

It was agreed that Mr. Adams consult Mr. Douglas McDonald, Miss Lennar and Miss Taylor regarding plans for renovations and that suggestions be brought a meeting of the board to be held quite soon.

It was moved by Mr. B. H. Miller and seconded by Bro. John that Mr. H. S. Phillips be a signing agent for our bank cheques. Carried.
It was agreed that \$12 be

paid for assistance to the caretaker.

Three companies were invited to tender on the supply of periodicals for the Library for 1955, viz, Bryan, American and Dawson.

It was moved by J. B. MacMillan and seconded by Dr. Phillips that accounts numbered to be approved for payment. Carried.

Miss Demar reported on her many activities concerning the Library during the summer and autumn months. No other motion adjourned.

J. B. MacMillan
Secretary

U. Caldwell
Chairman

Nov. 22/54

The regular meeting of the Public Library Board was held on the above date at 5:30 p.m. in the Public Library. Mr. A. Caldwell, Chairman presided. Other members present were: Bro. John, Mrs. Dickinson, Wm. A. Phillips, Mr. Fitzpatrick, H. Robertson, and J. B. MacMillan. ~~and~~ Miss E. Demar, Librarian was also present.

The minutes of the last regular meeting were read and adopted.

Mr. Robertson was welcomed as a new member appointed by City Council.

Correspondence from the Fairview Nursery was read and filed.

Correspondence from Mrs. G. J. Macdonald re sale of Public Library Property on a bid of \$3500 was ordered forwarded to the City Hall and Mr. Macdonald to be notified.

After some discussion on the new property Mr. Fitzpatrick agreed to contact Mr. Geo. Styles City Solicitor re the deed.

~~Mr. J. B. MacMillan~~ ^{News Agency} was awarded the contract for supplying periodicals for 1955 at a cost of \$275. It was expected that \$20 would be donated to the Library by Mr. Bigan. This was moved by Mr. J. A. Phillips and seconded by Mr. Fitzpatrick. The motion was carried.

Miss Demar reported that she had a grant of \$50 had been

received from the Home and School Association for the purchase of primary school books. This was accepted and the Secretary was instructed to acknowledge this gift in a letter of thanks.

Miss Wenmar reported on activities in the Library during October and the progress made in planning for the new quarters.

Accounts numbered 252 to 257 were approved for payment on motion of J. B. Macmillan and Brother. This motion was carried.

Mr. Pemberton inquired about the effect of televisions, if any, on the number of readers. Miss Wenmar stated that there was no great effect noticeable to date.

Bro. John moved adjournment.

A. Caldwell

Chairman

J. B. Macmillan

Sec. - Treas.

780
The meeting was actually held on Dec. 10/55

Jan. 10/55
Dec. 1904 meeting

A meeting of the Public Library Board was held on the above date at 5 p.m. in the Library. Mr. A. Calamelli, Chairman, presided. Other ^{board} members present were Mrs. J. H. Tomlinson, J. H. Pinkerton, H. A. V. Waneause and H. B. MacMillan. Miss Dewar, Librarian was also present.

Mr. H. A. V. Waneause, a new appointee from the Separate School Board to replace Bro. Justin, was welcomed by the Chairman.

The minutes of the October ^{NOVEMBER} meeting were read and adopted.

Miss Dewar in her report commented on the progress in reading, a burglary at the Library, and a donation of \$10⁰⁰ from an interested reader.

It was agreed that a committee composed of Miss Dewar, Mr. Waneause and H. B. MacMillan, should approach Township Council with a view to getting an increased grant from them for 1955.

Mr. Pinkerton moved adjournment.

A. Calamelli
Chairman

H. B. MacMillan
Secretary Treasurer

January 1955
Meeting

Jan. 22 / 55
Jan. mtg

A meeting for the Public Library Board was held in the City Hall on the above date. Mr. A. Caldwell, Chairman, presided. Present were Mrs. Tomlinson, H. A. V. Darcourse, Dr. J. A. Phillips, Mr. J. Fitzpatrick, Bro. John F. B. Macmillan, Miss E. Dewar, Librarian, Mayor A. Horowitz, and Mr. Adams.

Minutes of last meeting were read and adopted.

Miss Dewar showed slides of new library arrangements which were of especial interest from the viewpoint of furniture and colour schemes.

Mr. Adams City Superintendent, showed preliminary plans for the renovation of our new property.

There was considerable discussion about these proposed alterations. It was moved by Dr. Phillips that Mr. Adams proceed with changes as plans indicate. Mr. Fitzpatrick seconded this motion which was carried.

Miss Isabel Rags was granted leave of absence with salary paid for a period up to two months on motion of Mrs. Tomlinson and Bro. John.

No action was taken on a reported request that the Library be kept open on Wednesday afternoon.

It was moved by H. Z. Macmillan and seconded by Bro. John that accounts numbered 269 to 289 be approved for payment. Carried.

Miss Wenner reported on
activities in the Library and
on extra services available in
particular

Dr. John moved adjournment.

Chairman

J. D. Macmillan
Secretary

February 21, 1953

The Annual Meeting of the Public Library Board was held on the above date at 8 p.m. The following members of the Board were present: A. Caldwell, Chairman, Bro John, Dr J. A. Phillips, W. J. Fitzpatrick, H. A. Warrance & F. Pemberton & B. Macmillan. Miss E. Wenar, Librarian was also present.

The Treasurer's report for 1952 was given and adopted on motion of B. Macmillan and Dr J. A. Phillips. (See financial books.)

Miss Wenar submitted her annual report, which was very well received. Dr Phillips moved adoption of this very commendable report. Bro John seconded the motion. Carried.

A suggested budget of 17000 from City Council for 1953 was adopted on a motion by B. Macmillan and F. Pemberton. Carried.

At this time Miss Wenar occupied the Chair ~~for~~ election of officers for 1953. Results were as follows:

Chairman - A. Caldwell moved by Dr J. A. Phillips and seconded by B. Macmillan. Carried.
Sec. - Treas. - B. Macmillan moved by Bro John and F. Pemberton. Carried.

Property Committee - Dr J. A. Phillips, F. H. Pemberton
Bro John, W. J. Fitzpatrick

Publicity - F. Pemberton & A. C. Warrance

Book Committee - Mrs G. H. Pemberton
Bro John and B. Macmillan

Mr Caldwell moved adoption of the three above named committees and Dr Phillips seconded the motion.

Mr Caldwell at this point
took the Chair. Bro John moved
adjournment.

F B Macmillan
Secretary

A. Caldwell
Chairman

Feb. 21 / 55

The regular monthly meeting
of the Public Library Board was
held on the above date at 5⁴⁵ pm.

Mr A Caldwell, Chairman presided.
Other Board members present were:
F Pemberton, Mr J A Phillips, Bro John,
Mr J Fitzpatrick, H A. Hancock and
F Macmillan. Mrs Demar was also
present.

Minutes of the last regular
meeting were read and adopted.

It was moved by Bro. John and
seconded by F H. Pemberton that Mrs
Demar and a member of the Board,
if possible, attend a Library Convention
to be held in Ottawa on March 8th & 9th.
Carried.

Accounts numbered 11 to 12
were approved for payment on
motion of F B Macmillan and F Pemberton
Carried.

It was moved by F B Macmillan
and seconded by Bro John that Mrs. Atkinson's
salary be increased at the rate of 40 per month
effective Feb. 1/55. Carried.

Bro John moved adjournment.

F B Macmillan
Secretary

A Caldwell
Chairman

Mar. 21, 1955

A regular meeting of the Public Library Board was held on the above date at 5 p.m. Mr. A. Calanell, Chairman, Presided. Present were Mrs. G. Tomlinson, Mr. H. A. Dancouse, F. B. MacMillan and Miss E. Derner, Librarian.

The minutes of the preceding regular meeting were read and adopted.

The Treasurer reported that the Auditor had examined the books.

Payment of accounts numbered 32 to 35 were approved on motion of F. B. MacMillan and Mrs. Tomlinson.

Mrs. Tomlinson explained a difficulty encountered on the part of a member in borrowing books.

Mr. Dancouse moved adjournment.

F. B. MacMillan
Secretary

A. Calanell
Chairman

April 15, 1955

The regular monthly meeting of the Public Library Board was held on the above date at 5 p.m. in the library. Mr. A. Calamell, Chairman, presided. Others present were as follows, Mrs. W. Tomlinson, Bro. John, M.J. Fitzpatrick, H.A. Wancouse, J.B. MacMillan and Miss E. Dewar, Librarian.

The minutes of the last regular meeting in March were read and adopted. The Auditors report on 1954 was received and discussed.

Miss Dewar in her report gave the latest account of registration ^{and} circulation. She also reported on her visit to Ottawa and also of Miss Taylor's work amongst the school classes.

After discussion on the time of meeting it was agreed that next meeting should be held on the fourth Thursday of the month.

It was moved by Mrs. Tomlinson and seconded by Bro. John that a sectional card cabinet be purchased from Rowe Martin Co. Carried.

Payment of accounts numbered 66 to 80 ^{and 81} were approved on motion of ~~J.B. MacMillan~~ ^{Bro. John} and H.A. Wancouse.

Bro. John moved adjournment.

A. Calamell
Chairman

J.B. MacMillan
Vice-President

May 26/55

The regular monthly meeting of the Public Library Board was held on May 26th at 8 pm. Mr. A. Caldwell, Chairman, presided.

Others present were Dr. J. H. Phillips, H. A. Vancause, Bro John, Mrs. ^{East} Tomlinson, F. B. Macmillan and Miss Ethel May Gibson.

The minutes of the last regular meeting, held on April 18th were read and adopted.

Correspondence was read from

1. The Dept of Education regrant of 4476.57
2. Mr F. H. Pemberton expressing his regrets over his inability to ^{be in} attendance at this meeting
3. Dept of National Revenue concerning a credit of \$11⁶⁰
4. Chas. Clay - re review books.

The correspondence was then filed.

After a considerable amount of favourable discussion over the recent action taken by the Cornwall Kiwanese Club in making 10,000 towards assistance to the Library in purchasing children's books it was moved by Mrs Tomlinson and seconded by Mr Vancause that this Board express its appreciation and thanks to Miss Demar and Miss Taylor for their very commendable efforts in negotiating in this action. Carried

Dr. Phillips moved and Bro John seconded a motion of thanks to the Kiwanese Club for their very outstanding action in making our children's

Library a most suitable one from the standpoint of book supply. Carried.

The Secretary reported that two rooms would be made available by the Public School Board at Central Public School for the processing of the above-mentioned books.

A schedule of summer hours for the opening of the library during the summer months of June, July and August, as submitted by Miss Demar, Librarian, was accepted on a motion by Dr. Phillips, seconded by Mrs. Tomlinson and carried.

Mrs. Tomlinson then moved a vote of thanks to the Public School Board for the use of the two classrooms during July and August. This was seconded by Mr. Dancause. The motion was carried.

Dr. Phillips in his report on the progress at the new library stated that the building should be ready by Sept. 15th also that Mr. Chas. Adams, Supt of Works, would be at the next meeting.

Mr. Dancause reported that he had visited Cornwall Township Council re their grant to this Board but that to date there had been no reaction.

Miss Demar then gave her report which included information on the activities of the Film Library and the duties involved. Latest figures on circulation and membership

care given. Miss Taylor was suggested by Miss Demar as a delegate to the Ont. Lib. Association on May 30th.

Bro John moved and Mrs ~~Demar~~ ^{Danahoe} seconded a motion to adopt ~~Miss~~ ^{Demar's} report. Carried.

T. B. MacMillan moved and Mrs. Tomlinson seconded a motion appointing Miss Taylor as our delegate to the Ont. Lib. Association with expenses paid. Carried.

Accounts numbered 101 to 122 were approved for payment on a motion by T. B. MacMillan and Bro John. Carried.

It was moved by Mrs. Tomlinson and seconded by Dr Phillips that Miss Demar be empowered to organize a programme for summer help. Carried.

Bro John moved that we adjourn. Seconded by Dr. Phillips. Carried.

A. Gledhill
Chairman

T. B. MacMillan
Secretary

August 4th, 1955

A regular meeting of the Public Library Board was held on Aug. 4th 1955 at 8 p.m. Mr. A. Cadwall presided. Board members also present were Mrs. Foralinson, Messrs. F.H. Pemberton H.A.V. Dancause, Dr. J.A. Phillips and F.M. MacMillan. Miss E. Dwyer, Librarian, and Mr. Chas Adams were also present.

The minutes of the May 26th meeting were read and adopted.

Correspondence was received from the following - 1. Mrs. Roy Dork - re position, also 2 Mrs. E. Cattell and 3. Miss Mary Adams.

4. H.J. Robidoux re salvaging shed at new quarters.

The first three letters were filed and the fourth referred to Mr. C. Adams, City Works Superintendent on motion of F.H. Pemberton and Mr. Pemberton. Carried.

Miss Dwyer requested information re finances. It was agreed that this information should be made ready for her by the Treasurer.

Miss Dwyer reported on the processing of new books for which purpose three H.S. students had been engaged as assistants. She also reported on the acquisition of a machine which was of great assistance in pasting labels. This was purchased for \$385 (a special price) and a grant of \$200 had been received from Mr. Angus Morvat's office (Dept. of Ed.) on this purchase. Miss Dwyer suggested that this action be acknowledged in the form of a thank you letter to Mr. Morvat.

The matter of awarding certificates

at Central Public School for the extra effort expended during the processing of our books at the school was discussed.

At this point Miss Dewar listed requirements for the new building and made suggestions re furnishings and equipment as drawn for her by a representative of T. Eaton Co.

It was moved by Mrs. Tomlinson and seconded by F.B. Macmillan that Mrs. Dewar be authorized to order furnishings and equipment represented in her report from Eatons and others. Carried.

Mr. Chas. Adams discussed with the Board the progress ~~in~~ renovating the building for the new library. Tenders for heating ^{installations} were opened from Frank Roberts (\$557) ② J. Lapierre (\$700) and ③ R. A. Dwyer (\$392 less \$100), ④ Herminston & Lomire (\$425 less \$75).

It was moved by F.B. Macmillan and seconded by Mrs. Tomlinson that the contract for plumbing etc. be given to Frank Roberts at a price of \$4557. ~~Carried~~ also ~~that~~ Elec Electric do the electric wiring ^{Carried}.

Dr. Phillips expressed the thanks of the Board to Mr. Adams and to Miss Dewar for their efforts. ^{\$130 & \$170 were} ^{paid out of account's} ^{authorized on motion of F.B. Macmillan seconded by Dr. Phillips. Carried} Mr. Nancouse closed a journal.

Chairman

Secretary

Sept. 29th, 1955

The regular meeting of the Public Library Board was held on the above date at 8 p.m. in the Board Room of Central Public School. Mr. R. Caldwell, Chairman, presided. Others present were Mr. J. A. Phillips, Mrs. Geo. H. Tomlinson, Mr. H. A. V. Dancouse, F. H. MacMillan, Pres. Adams and Miss E. Dancouse Librarian.

Mr. Chas. Adams reported on progress at the new building. The entrance was to be enlarged. Tile flooring was to be installed by A. Shetinger.

It was moved by Dr. Phillips and seconded by Mr. Dancouse that Mr. Adams be instructed to have the brick work sandblasted at a cost of \$425. Carried.

At this time the minutes of the last regular meeting were read and adopted.

Correspondence was read from:

1. Monroe & Cottrell - re Insurance - Binder Policy 900
2. Bell Tel. Co. - 192nd for telephone arrangement
3. Cornwall Film Council - re a ^{centre} home for its activities

Letter No 1 was approved on motion of Mr. MacMillan and Mrs. Tomlinson. Carried.

Letter No 2. The telephone arrangement was approved on motion of Mr. Dancouse and Mrs. Tomlinson. Carried.

There was discussion on the request of the film Council. It was moved by Mr. Dancouse and seconded by Mrs. Tomlinson that no action be taken on this request at this time. Carried.

There was some discussion regarding the engagement of a caretaker for the new building. Open ceremonies.

were mentioned.

Accounts numbered 171 to 214
were approved for payment on
motion by T. B. MacMillan
and Mr. L. Duncan. Carried.

The meeting then adjourned.

A. Caldwell

Chairman

T. B. MacMillan

Sec. Treas.

Nov. 3rd, 1905

October

A regular meeting of the Public Library Board was held on the above date at 8 p.m. in the Central Public School.

Mr. A. Caldwell presided. Also present were Mrs. J. G. Smith, Mrs. J. G. Smith, Mr. W. J. Fitzpatrick, H. G. Macmillan and the Librarian, Miss E. Deane.

The minutes of the last regular meeting were read and approved. There was considerable discussion about the progress of ^{the preparation} the new library and the building and water supply.

Accounts numbered 215 to 247 were approved for payment in order of H. G. Macmillan and Mrs. J. G. Smith.

Tenders for periodicals for 1906 were received as follows:

1. H. G. Macmillan Sub. Service for 1906 \$271.⁰⁰
2. American News Agency 4 34.⁵⁰
3. Logan News Agency 296.⁰⁰ less 10 by return
Cheque - 286.⁰⁰

After considerable discussion, it was ordered that by Mrs. J. G. Smith and seconded by Mr. W. J. Fitzpatrick that the tender of H. G. Macmillan Sub. Service for \$271.⁰⁰ be accepted. The motion carried.

It was moved by H. G. Macmillan and seconded by Mr. A. G. Macmillan that the request of Miss E. Deane for the purchase of a portion of funds be referred to the Chairman of the Library Committee. Carried.

Miss Deane reported on current activities at the Library and suggested that an additional shorter be added.

Dec. 18th
~~Nov. 24~~, 1955

A regular ^{November} monthly meeting of the Public Library Board was held on the above date with Mr. A. Caldwell in the chair. Other board members present were Dr. J. A. Phillips, Mr. Tomlinson, Mr. Squatrus, H. B. Whitfield and Mr. L. L. Ligon. Minutes were read and adopted. Correspondence was read from C. C. Bryan expressing dissatisfaction at not being awarded the contract for periodicals.

Miss Deemar reported on the results of an advertisement for an additional member of the staff and that Mr. ^{(Earl) (Mora)} Durning had been engaged. ~~temp.~~ This appointment was approved on motion of Dr. Phillips and Mr. J. A. Tomlinson. Carried.

There was considerable discussion on the subject of the new library quarters and the progress of the building. Miss Deemar reported on the necessary publicity in connection with the opening. The Secretary reported that no reply had been received to a recent letter sent to W. F. Faye hands re official opening. Dr. Phillips made reference to the desirability of a suitable plaque which might be placed and presented coincident with a possible visit by the Governor in May 1956.

Miss Deemar introduced the subject of a time schedule for open hours at the Library. She suggested a five day week for the staff and that Monday be

a cloud day. After brief discussion
it was agreed that this suggestion
be considered after it had been
thought over by the members.

The Secretary was empowered
to place an advertisement in the
local press for a caretaker for
the library. Account numbers 248 to 279 were
expended for purchase of books. The
ad for caretaker was then moved
by P. B. Ignatius and seconded by
J. P. MacMillan. Carried.

A. C. Cawson

Chairman

J. P. MacMillan

Secretary

Dec. 14th, 1955

The December meeting of the Public Library Board was held at 5 p.m. on Dec. 14th in the Public Library Building Second and Amelia Streets. Mr. H. Calamusi, Chairman presided. Other Board members present were Mrs. Geo. H. [unclear], Mrs. Ignatius, F. H. [unclear], Mr. J. A. Phillips and J. B. [unclear]. Miss T. [unclear], [unclear] and Mr. Charles Adams were also present.

After a survey of the building in which all showed keen interest and satisfaction, the minutes of the Dec. 1st meeting were read and adopted.

Correspondence was read from Dr. H. Kaye Hunt. He expressed his willingness to come to Council for the opening of the Library. That suggested that for him February would be the most satisfactory time. The Secretary was instructed to express to him after opening the an early February date and preferably on a Wednesday evening.

Miss T. [unclear] reported in detail necessary requirements in the line of additional shelving, folding doors, work tables, etc.

In the matter of publicity Miss [unclear] suggested that the third week of January should be a Library Week with display posters in store windows, newspapers and radio stories and pictures.

The Children's Library was to be open
to school classes of city schools. It was
accompanied by their teachers.

It was moved by E. P. Phillips and
seconded by Mrs. Thompson that
the library be closed to the public
during the coming winter for 10th
month.

It was also agreed that books
should be at noon on Sat
before Christmas and New Year's.

It was moved by E. P. Phillips and
seconded by Mrs. Thompson that
accounts numbered 280 & 306 be
approved for payment. Carried.

The Treasurer reported that an
unexpended balance of \$100.00 could
be used to pay for some of the
equipment for the new building.
This was agreed to by the Board.

The Chairman congratulated
Mrs. Thompson and Mrs. Thompson
on their appointment to Greenwell
College Board and on his being
elected to Township Council. The
members concurred in this.

All members of the Board
approved of this Board's
Publicity plans and Mrs. Thompson
offered this assistance in this
respect.

It was agreed that the Library
should be kept open six days per week.

Mrs. Thompson moved and E. P. Phillips
seconded a motion for adjournment. Carried.

H. Caldwell
Chairman

E. P. Phillips
Secretary

Jan. 13, 1956

The January meeting of the Public Library was held in the new library on Friday, Jan. 13th at 8 p.m. Mr. A. Caldwell, Chairman, presided. Others present were Mayor A. Horvitz, Mrs. Geo. Tomlinson, Mrs. Ignatius, Dr. J. A. Phillips, T. H. Lumberton, Mr. R. A. Adams, Miss E. Deonar, Mr. Chas. Adams and H. B. MacMillan.

The minutes of the Dec. 14th meeting were read and adopted. Mr. R. A. Adams, a new appointee to the Board by the Separate School Board was welcomed by the Chairman. Mr. Adams was a replacement for Mr. Dancause.

Correspondence was read from Dr. Kaye Lamb, National Librarian, Ottawa concerning his coming to Cornwall for the opening of our library on Feb. 8th also from the Separate School Board informing the ^{Library} Board of Mr. R. A. Adams' appointment to it.

At this point there was considerable discussion about plans for the opening on Feb. 8th. It was agreed that there should be a dinner at the Cornwallis Hotel to mark the occasion and that it should be informal with representatives of the City Council, ^{the Cornwallis Hotel} the Library staff, the Library Board, Mr. Chas. Adams, Mr. R. B. MacPhail, Mr. Lalonde and of course the guest speakers in attendance.

Miss Deonar reported that Mr. H. B. MacMillan, President of the Ontario Library Association was expected to be here also.

After further discussion about the

programmes and entertainment of guests
It was moved by J.P. Macmillan and
seconded by Mr. Hutchinson that a
committee composed of the Chairman,
Mr. Phillips, Mrs. Tomlinson and Miss Dumas
be responsible for arranging the
programme for the evening, the
invitation of guests and the dinner at
the Cornhill Hotel. Carried.

Mr. Phillips reported that Mrs. K. McDowell
had been engaged as caretaker at
a wage of £3.00 per annum. It was
understood that Mr. Richard will
assist her. This appointment was
approved on motion of Mr. R.A. Adams
and Mrs. Dumas. Carried.

Accounts numbered 282 to 324 were ^{all} signed for payment.
The meeting then adjourned ^{on motion of Mr. Hutchinson and Mrs. Tomlinson} Carried.
motion of Mr. Hutchinson seconded by
J.P. Macmillan.

Chairman

J.P. Macmillan

Secretary

J.P. Macmillan

Feb. 28/56

The Annual Meeting of the Public Library Board was held at 5 p.m. on Feb. 28/56 in the Library. Mr. A. Caldwell, Chairman presided. Other Board members present were as follows: Mrs. Geo. Tomlinson, Bro. Donatist, Mr. J. Fitzpatrick, R.A. Adams, Dr. J.A. Phillips and F.B. Macmillan. Miss E. Demar was also present.

The minutes of the last Annual Meeting were read and adopted.

F.B. Macmillan, Treasurer, then submitted his report which was adopted on motion of F.B. Macmillan, seconded by Mrs. Tomlinson and carried. (See attached statement.)

Miss Demar, Librarian then submitted a very comprehensive report of the activities at the Library during the year. This dealt very completely with the arrangements for and setting up of the new building. This very fine report was adopted on motion of F.B. Macmillan, seconded by R.A. Adams and carried. (See attached report.)

At this time Miss Demar took the Chair for the election of officers for 1956.

In vacating the Chair, Mr. Caldwell expressed a desire to relinquish the office of Chairman, which he had held so commendably for the past ten years. To the best of his knowledge there had been only three chairmen in the history of the Library to date, viz. W^m Gibbons, J. C. Alquire and Mr. Caldwell.

After some discussion it was felt that Mr. Caldwell was serious in

this expressed desire and it was finally moved by Dr. Phillips and seconded by Mrs. Tomlinson that H. Macmillan be Chairman. Carried. It was moved by Mrs. Tomlinson and seconded by Dr. Phillips that Mr. R. A. Adams be Secretary-Treasurer. Carried.

The following committees were elected on motion of R. A. Adams and Bro. Ignatius:

Property Committee - Dr. J. A. Phillips, A. Caldwell and Mr. J. Fitzpatrick.

Treasury Committee - The entire Board.

At this point Mrs. Tomlinson expressed in very fitting terms the very high esteem in which Mr. Caldwell is held as a member of the Board and particularly for his services as Chairman. Every other Board member agreed most heartily with the sentiments expressed.

The Chairman for 1956 then occupied the Chair and after expressing his gratification of the new honor accorded to him, closed the meeting.

Secretary.

Chairman

Feb. 28/66

A regular meeting of the Public Library Board was held at 5⁴⁵ p.m. following the Annual Meeting on Feb. 28/66. Present were J.B. Macmillan, Chairman, R.A. Adams Sec.-Treas. A. Caldwell Mrs. Tomlinson Dr. J.A. Phillips, Bro. Squatris, M.J. Fitzpatrick and Miss Dewar, Librarian.

Discussion on Light Bill and decision that Com. Street Ry & Power Co. be approached re possibility of a flat rate.

Moved by A. Caldwell & seconded by J. Phillips that we make application to withdraw from the employment of a man for all employees with 2 years or more service - carried.

Discussion on Budget & salaries table left at call of Chair.

Moved by Mrs. Tomlinson that letter of thanks be sent to Mrs. McMillan for help at opening of library - seconded A. Caldwell.

Expression of thanks to Mrs. Tomlinson also for her efforts - by A. Caldwell.

Letter of appreciation to be sent to Geo. Antone.

Brief report given by Miss Dewar on number of Books etc. loaned out since opening - a total of 15411.

Accounts read by Miss Dewar numbered 32 to 63 moved & paid A. Caldwell R. H. Tomlinson

Moved by Mrs. Tomlinson - seconded by M. Fitzpatrick that Treasurer - R.A. Adams Chairman J.B. Macmillan or J. Phillips be

Authorized to sign cheques.

Motion of Adjournment by W. Fitzpatrick
of Lawrence.

F.B. Ingersoll
Primer

11/11/11

March 14th 1956

The March Meeting of the Public Library Board was held at 7:30 PM March 14/56 in the new Library Bldg Second St E. Mr J B MacMillan Chairman presided with following Board Members present - J A Phillips, R. Caldwell, Bro. Ignatius, R. A. Adams and Miss E. Dewar - Librarian

Minutes of meeting Jan 13th read & adopted
" " Feb 28th

Comments of Chairman that this was thought to be a special meeting on Budget but would carry it on as regular monthly meeting.

Secretary instructed to follow up resolution of Feb 28th meeting re exemption of permanent employees from Unemployment Insurance.

Mr. MacMillan commented on not as yet meeting Mr. Bacon of Cornwall Street Ry & Power Co re Light Bill. Discussion on this item and conclusion that Library should not be considered Commercial and possibility of a flat rate being set as in old Library. Mr. A. Caldwell was delegated to contact Mr. Bacon.

Miss Dewar reported on present insurance carried - 2 Liability policies - Fire on Library - Books & Furniture and outlined schedule of proposed insurance as submitted by Mr. Cottrell of Monro & Cottrell.
Moved by J. A. Phillips - seconded by

A Caldwell that schedule as outlined be accepted. - Carried.

At this point Miss Dewar left meeting to allow discussion on Budget and Salaries.

Moved by R. Caldwell - seconded by J. A. Phillips that a Bonus of \$200 be given Miss Dewar & Miss Taylor in appreciation of their efforts & work in connection of the new Library setup.

Considerable discussion on Salaries with Mr. Caldwell citing salaries paid and offered in other centres. It was decided that a new schedule be investigated when new city status is finalised and that City Pension plan be also looked into from Librarians.

Discussion on work of Mr. R. C. Adams in connection with new Library and money saved on Architects Fees etc. in amount of his endeavour. Moved by J. A. Phillips.

Seconded by R. Caldwell that an honorarium of \$500 be paid to Mr. Adams in appreciation of this work. Seconded R. Caldwell. - Carried.

Budget as submitted by Miss Reid and discussed - question of Legislative Grant being paid on Delinquent figures of \$9550 was raised - Miss Dewar was brought in and stated that she was so informed that Grant would be made on this figure also.

Budget was adopted in principle on Motion of J. A. Phillips - Seconded Pro & signature - Carried.

Discussion was held on letter from City of Cornwall requesting some consideration be given, Film Board for showing films etc at library. This matter was left in hands of J. A. Phillips to investigate & contact Fire Dept. to see if they would take same over. Mr. Phillips to report at next meeting.

Discussion was held as to a regular meeting night and unanimously decided that same would be on the 4th Thursday of each month at 5 P.M.

Miss Devar returned to meeting and gave a report of membership, number of Books given out, reference books used etc.

Miss Devar also submitted a price of \$92.15 as possible cost of putting glass on tables to protect same. This was left in abeyance.

Miss Devar requested to ask Janitor to investigate type and cost of a Vacuum Cleaner that would be suitable for their work.

Accounts numbered 64 & 93 were read and motion of payment made by R. N. Adams - Recorded A. Caldwell Carried.

Motion of adjournment by Bro. Ignatius - Recorded A. Caldwell

April 26/56

The April meeting of the Cornwall C
Public Library Board was held at
5 o'clock April 26th in the Library Office.

Mr J B Mac Millan, Chairman^{himself} with following
Board members present - Mrs Geo Tomlinson,
R A Adams and Librarian Miss E Dewar

Due to small attendance minutes of
March 14th to be approved and May meeting

Following some general discussion on
Library problems the following were
moved & passed subject to approval of
May Meeting:

Moved by Mrs Geo Tomlinson - 2nd by R A Adams

Mrs P Taylor represent Library at C.A.A. Meeting

Mrs E Dewar & 1 Board Member to

Represent Library at C.A.A. Meeting.

Mrs Dewar to contact Mr Fitzpatrick
& Dr Phillips, re clean up of grounds, windows
etc.

Mrs Dewar to investigate Clocks &
Vacuum Cleaner

Accounts #106-135 read & passed

Mrs Dewar expressed thanks on behalf
of Mrs Taylor, Mrs Fournier & herself for Bonus
to Mrs Fournier Salary while she was out sick.

Mrs Dewar's monthly report to be given
at next meeting

Meeting adjourned at 6 P.M.

J B Mac Millan
Chairman

May 29 - 1956

The May meeting of the Cornwall Public Library Board was held at 8 PM, May 29th in the Library Office. Mr. MacMillan, Chairman, presided with following Board members present: Bro. Ignatius, J. Caldwell, Mrs. Les Tomlinson, Mr. Fitzpatrick, R. Adams, and Librarian Miss E. Dewar.

Minutes of March 14th & April 26th declared approved.

Mr. Caldwell reported that Mr. Bacon of Cornwall Street Rly, Light & power Co. would investigate power bill. Nothing further on this matter at date.

Mr. MacMillan commented on Pension Plan & Miss Dewar stated she has copy of City Plan which is not too acceptable and mentioned that she expected a visit from Mr. Quinn of Dept. of Labour and would like to discuss this question with him. Considerable discussion on this Pension plan.

Letter of application from Miss Jean Fogo read - to be taken up at June meeting.

Mr. R. C. Adams present for discussion on property - outside painting & roof repair & e. over troughs & painting. Old Bldg to be taken down - back yard filled etc., Posts & Chains across drive-way.

Pipes on pipe covering rec'd from Doc Roberts - see estimate. Motion to have this work done by Mrs Tomlinson, 2nd J. Caldwell

Mr. R. C. Adams recommended that prices be asked for painting & e. over troughs & painting roof - to be available for June meeting.

Mr. Adams, R. C. & J. Caldwell & Mrs Dewar to have

windows & screens looked into

Mr. Adams to examine safe offered
by John Firm at price of \$75⁰⁰ and to
be authorized to purchase same if suitable.

Hoover vacuum purchased by Miss
Dewar approved.

Question of Clocks for Library left in hands
of Miss Dewar

Moved by Bro. Ignatius - 2nd Mrs. Tomlinson
that a letter of thanks be sent to

Mrs. David M. Fitzhugh (Jacks) for donation
Approved that fees for Township residents
for balance of year be .50 .. ^{Cents 108 + 135 =}
154 - 165 Paid

Librarian read reports of adult & Boys
& Girls Library for April

Mr. MacMillan will contact R. A. Adams
& Dr. Phillips to see if either is able to
attend Canadian Library Ass. conference

Moved by Mrs. Tomlinson, 2nd by Bro. Ignatius
that a special committee be appointed to
study salary schedule, library hrs. etc
and report to June meeting: Members of committee

F. B. MacMillan, M. J. Fitzpatrick, R. A. Adams

Mr. MacMillan expressed appreciation to
Mrs. Taylor for her talk at the Home & School
Club - recently and to Miss Dewar for
providing local historical material in
connection with C.C.V.S. Sesquicentennial.

Meeting adjourned on motion of
Mrs. Tomlinson - 2nd by Bro. Ignatius.

F. B. MacMillan
Chairman

June 28-1954

The June Meeting of the Carn. Public Library Board was held at 8 P.M. June 28 in the Library Office.

Mr. F.B. Macmillan, Chairman, presided with following Board Members present: Bro. Ignatius, M. Fitzpatrick, Dr. Phillips, Mrs. Tomlinson, R.A. Adams & Librarian Mrs. Dewar.

Minutes of May meeting read & approved.

Business from May Minutes.

Mrs. Dewar had no report on Clock Pension Plan - Plan submitted by Mrs. Dewar to be mentioned in Salary Committee Report.

New Business: Estimates read on New Everstroughs by D. Roberts \$272.⁰⁰

Estimates on Painting Locelle: \$670.⁰⁰

Julien \$673.⁰⁰
Warren \$621.⁰⁰

On Motion Dr. Phillips - seconded M. Fitzpatrick contract awarded to Warren.

No action to be taken on Everstroughs as not thought essential.

Mr. Fitzpatrick submitted Salary Committee report: As a result of 2 meetings and schedules submitted by Mrs. Dewar on recommended salaries for Class A and Class A A (and our own) the following was outlined:

Chief Librarian	Min. \$4400 - Max. \$5800	Yearly Inc. \$200
Dep't. Head	" 3600 - " 4400	" "
Gen. Assistant	" 3000 - " 3800	" 200

General Clerical Staff - Decision to be deferred until Jan. 1957.

Recommendation new Salary Schedule go
into effect July 1 - 1956

Holiday: Misses Dewar & Taylor - 4 weeks
" Roy & Atkinson - 3 "
General Assistant, when
hired: 1st 3 years 2 weeks
then 3 "

Pension Plan: Should be submitted
to all Board Members for further
study and action taken in Sept.
meeting.

Maintenance: Increase of \$100 yearly
Recommend - Hiring of Miss Jean Pogo
as General Assistant

Adoption of Report moved by Mr Fitzpatrick
Seconded: Miss Tomlinson

Discussion held on present salaries
paid - salaries offered graduates with
no experience. Figures on expenditures
& Budget given by Sec. - Treas.

Motion Carried:

Correspondence. Miss Delaney - Circulating
Library Section of Ont. Library
Association. Stating their convention
to be held in Cornwall Oct 17th. -
25 to 35 people expected.

Accounts: 198-237 read payment of same
moved by R.A. Adams, 2nd Bro. Ignatius
Carried.

June 28-1956

Motion by J. Phillips - 2nd. Mrs. Tomlinson
that Mr. MacDonald be hired on
a permanent basis at salary mentioned
in the schedule \$14.00 with stipulation
that cutting of grass be included in
duties but no garden work to be
done. Carried.

This motion in view of fact that
Mrs. MacDonald had been hired on a
temporary basis.

Confirming letter to be given Mrs. Wood.

General Circulation report read by Miss Deane.
Mrs. Taylor's report on Children's Section read
short report on ^{Can.} ~~Ont.~~ Library Association
convention given by Miss Deane.

Summer Meetings if necessary at
Call of Chair.

Meeting adjourned: Motion by J. Phillips
Resolved Bro. Ignatius

J. B. Macmillan
R. A. Adams

Sept 28/56

The September meeting of the Council Public Library Board was held at 8 PM Sept 28th in the Library Office. Mr. F.B. Macmillan, Chairman, presided with following Board Members present - ~~Dr. J.A. Hall~~ Mr. M. Fitzpatrick, Mr. A. Caldwell, Mrs. Tomlinson, R.N. Adams and Librarian Mrs E. Dewar.

Minutes of June meeting read & approved.

Business from old minutes - report on painting work completed with exception of double windows which will be done when windows put in in fall.

Clocks - 2 small clocks purchased for reading rooms - still one to be obtained of a more suitable type for main room.

Miss Gogo - General Library Assistant to commence her duties on Monday, October 1st.

New Business: Pension scheme discussed & explained by Mr. Macmillan & Mrs Dewar. National Life - Straight Pension Plan retirement at 65 years. Board share approx. \$800 yearly - Back payment if undertaken would cost Board approx \$2500 lump sum or extended over a 10 year period.

Mr. C. Roy 13 years - Taylor, Dewar, Atkinson 3 years. Plan as submitted is being considered by Ontario Library Ass. Plan to be passed around & studied by Board Members. Left in hands of Mrs. Tomlinson.

Conference of Circulating Library
section of C. L. A. being held in Cornwall
Oct. 17th. Programme outlined by
Mrs Dewar - Hydro Tour, Frodoon in
Communes. Meeting in afternoon to be held
in Children's Library Room with Tea
served in upstairs reading room.

Mrs Dewar recommended Eve
trough be placed over front door
& matting placed at door. Referred to
Property Committee.

Property Committee to investigate Bill
Walk along West side of property for
entrance into Children's Library.

On motion of Mrs Tomlinson, resolved
A. Alchell that £2.00 be paid
Morris Antoine for painter work while
Mr McDonalds on holidays.

Mrs Dewar reported on membership
and circulation since June meeting.

Accounts 272-315 read & passed
motion R. P. & Lam, Mrs Tomlinson
& discussion and explanation by
Mrs Dewar on outstanding bill of
T. & Co. £500⁰⁰ for furnishing.
Drapes etc for new Bldg. Also
figures given by treasurer as to receipts
& disbursements to date in correct relation
to Budget. Balance of revenue from
City £300. Township of Cornwall £253⁰⁰.

It is recommended that Eaton's bill be brought
to attention of Mayor A. Porvitz with suggestion
that City should share as part of original
cost of alterations & furnishings of new library.

Secretary instructed to write
City Clerk - Mr. Brewster - suggesting
names of Mr. ^{de} Hamilton, Mr. ^{de} North
and Mr. ~~Hamilton~~ ^{Watson} as Board members
to be appointed by City with
notation that meetings are held
on the fourth Thursday of each
month at 5⁰⁰ P.M.

motion of adjournment by Mr.
A. Caldwell. Carried.

J. D. MacMillan
Chairman

S. J. Adams
Sec. Treas.

Conference of Circulating Library
section of O.H.A. being held in Cornell
Oct. 17th. Programme outlined by
Mrs Dewar - Hydro Tour, Luncheon in
Communion, Meeting in afternoon to be held
in Children's Library Room with Tea
served in upstairs reading room.

Mrs Dewar recommended Ever
troughs be placed over front door
& matting placed at door. Referred to
Property Committee.

Property Committee to investigate Bill
Walk along west side of property for
entrance into Children's Library.

On motion of Mrs Tomlinson, resolved
A. Alcock that £2.00 be paid
Morris Antoine for janitor work while
Mr Donalds on holidays.

Mrs Dewar reported on membership
and circulation since June meeting.

Accounts 272-315 read & passed
motion R.P. Adam, Mrs Tomlinson

Discussion and explanation by
Mrs Dewar on outstanding bill of
T. Eaton Co. \$1500.⁰⁰ for furnishings.
Paper etc for new B.C. etc. Also
figures given by treasurer as to receipts
disbursements etc in correct relation
to Budget. Balance of revenue from
City \$3000. Amount of Cornell \$253.⁰⁰

It is recommended that Eaton bill be brought
to attention of Mayor G. Corvitz with suggestion
that City absorb same as part of original
cost of alterations & furnishings of new library.

Secretary instructed to write
City Clerk - Mr. Brownridge suggesting
names of Mr. ^{de} ~~Samuelson~~ ^{Samuelson}, Mr. ~~de~~ ^{de} ~~Samuelson~~ ^{Samuelson}
and Mr. ~~de~~ ^{de} ~~Samuelson~~ ^{Samuelson} as Board members
to be yet appointed by City with
notation that meetings are held
on the fourth Thursday of each
month at 5⁰⁰ P.M.

in action of a Government by Mr
A. Caldwell. Carried

J. D. MacVicar
Chairman

J. F. Flannery
Sec. Treas.

Oct 31st 1956

The October of the Cornwall Public Library Board was held at 5 PM, Oct 31st 1956 in the Library Office with J.B. MacMillan, Chairman, presiding and following Board Members present: Mrs. A. Caldwell, Mr. & Mrs. J. Phillips, Mrs. J. Tomlinson, R.D. Quinn and Librarian Mrs. E. Dewar.

Minutes of Meeting Sept 24th read and adopted.

Business for old minutes:

Windows over front door installed and ready for painting by Warren's.

Pension Scheme was thoroughly discussed with particular reference to back service. Any such scheme must be approved by Dept. of Education.

Moved by Mrs. Tomlinson 2nd A Caldwell that Librarian write Mr. Bowden of National League re detailed outline of plan etc. and request that he submit same personally to Board prior to next regular meeting. - Carried.

Discussion re Protocol to west of Bldg to Children's Section referred again to Property Committee.

Mrs. MacMillan agreed to approach Unemployment Insurance manager re parking problem in front of Library of Employees of Unemployment Commission.

Mrs. Dewar made mention of Circulation Library Section of Brit Library Association Convention held in Cornwall Oct 17th.

Lib. report of Library Circulation etc.

read by Mrs Dewar giving figures
of memberships, books issued and other
pertinent figures.

Moved by A. Caldwell, seconded
Mrs. Geo. Tomlinson that tenders be
asked of Harrison and E. C. Bryan News
Agency for periodicals for 1957. Tenders
to be rec'd. not later than Nov. 15th.

Carried.

Accounts 332 - 343 read and
payment of same moved by R. F. Adams
seconded A. Caldwell - Carried.

Motion of Adjournment at 6 P.M.
by A. Caldwell - seconded Mrs.
Geo. Tomlinson.

J. B. MacMillan
Chairman
R. F. Adams

Nov 29/56

The November Meeting of the
Council Public Library Board
was held Nov 29/56 at 5 P.M.
in the Library Office

Mr. J. B. MacMillan, Chairman
presided with following Board
Members present: Mrs. Geo Tomlinson,
Mr. W. North, B. J. Adams and
Librarian, Miss E. Dewar.

Mr. North was welcomed to
Board by Mr. MacMillan.

Minutes of Oct 31/56 meeting
read and approved.

Mr. MacMillan reported as yet
no contact made with the Insurance
officials re parking problem
in front of Library.

Pension Plan. Letter from
National Life Insurance Co of Can
requesting that official resolution
be placed on record re adoption
of Pension Plan.

Moved by Mrs. Geo Tomlinson seconded
W. North. That the Council
Public Library Board apply to the
National Life Insurance Co of Can
for a group retirement plan for
the C.P.L. Employees. Carried.
Magazines & Periodical subscriptions.
Smaller rec'd from Dawson & Bryan
Dawson being 84¢ lower than Bryan
News Agency. However agreed that
local Agency (Bryan) should be
given Contract. Motion R. J. Adams.

Recorded - W. Scarth. Carried.

Double Windows have been painted
completing Warren Contract of Summer
and Tins Troughs installed over
front door by Roberts.

Librarian Reports read and adopted.

Miss Dewar gave information that
Miss P. Taylor has been granted a
"B" Certificate upon recommendation
of Public Library Inspector. This
Certificate will possibly mean a
further grant of \$200 from Dept. of
Education. Thought fitting that
this be passed to Miss Taylor
when and if rec'd.

Motion Mrs Tomlinson. - Recorded W. Scarth
that letters be sent to Miss Taylor &
Mr. Mowatt.

Xmas & New Year Holidays set as
Monday, Tuesday & Wednesday each week.

Accounts Read by Miss Dewar

357 - 370 to 422 - Motion for payment

R. A. Adams - Recorded Mrs. Geo. Tomlinson
- Carried.

Discussion re Sidewalk on West Side
of Bldg & General Landscaping left
to early 1957

Secretary to advise various
Boards & City Council re appointment
of C. P. L. Board Members.
Motion to Adjourn R. A. Adams,
Recorded Mrs. Geo. Tomlinson.

Dec 27/56

The December Meeting of the E. P. L. Board was held Dec 27/56 at 5 P.M. in the Library Office. Mr. J. B. MacMillan, Chairman presided with following Board members present: Mrs Geo Tomlinson, Messrs A. Caldwell, J. W. Peart, J. A. Phillips, R. A. Adams & Librarian Miss E. Dewar.

Mrs Dewar took minutes in absence of Mr Adams at early part of meeting.

Resolution West Side of Bldg - Dr Phillips stated it was advisable at this late date to leave until 1957.

Accounts: On Motion of Mrs Tomlinson, Seconded A. Caldwell that all accounts rec'd up to Dec. 31/56 be paid - Carried.

Pension Motion read as of Nov 29/56 meeting - Moved by J. A. Phillips seconded A. Caldwell as approved - Carried.

Librarian's Report Read and adopted on Motion of Caldwell, J. W. Peart.

On Motion of J. A. Phillips - Seconded Mrs Geo. Tomlinson - Secretary Treasurer R. A. Adams be given an Honorarium of \$50 - Carried.

Committee on Estimates appointed Mr A. Caldwell, J. W. Peart, R. A. Adams & Librarian Miss E. Dewar to meet early in January.

Expressions of regret at Mrs. Tomlinson
leaving Board were given by
Chairman Mr. MacMillan, Board
members & Librarian.

Chairman declared meeting Adjourned

J. B. MacMillan.

1955-56-57 - 58

Pub. Sch. 13a-

1956-57-58 - Dr. J. A. Phillips

was G. & T. - 3 years to end
of 1956

Phillips 1955

from 1957

Tomlinson 1956

A. Caldwell 1956

M. Fitzpatrick 1956

J. Pamberton 1956

~~B. R. Adams~~
~~H. V. Adams~~ 1956

Bro. John 1955
Ogmatos

